

**CITY COUNCIL OF MONTEREY PARK
AND THE CITY COUNCIL ACTING ON BEHALF OF THE SUCCESSOR AGENCY OF THE
FORMER REDEVELOPMENT AGENCY
AGENDA**

**REGULAR MEETING
Monterey Park City Hall Council Chambers
320 W. Newmark Avenue, Monterey Park, CA 91754**

**Wednesday
August 19, 2015
7:00 PM**

MISSION STATEMENT

**The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.**

Communication by the Public is an important part of the Local Government Process. Staff reports, writings, or other materials related to an item on this Agenda, which are distributed to the City Council/Agency Board less than 72 hours before this scheduled meeting are available for public inspection in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours. Such staff reports, writings, or other materials are also on the City's website subject to staff's ability to post the materials before the meeting. The City's website is located at www.montereypark.ca.gov. Copies of staff reports and/or written documents pertaining to any item on the Agenda are on file in the Office of the City Clerk and are available for public inspection during regular business hours.

PUBLIC COMMENTS ON AGENDA ITEMS

For members of the public wishing to address the City Council regarding any item on this Agenda including the Consent Calendar or Oral Communications, please fill out a speaker card and return it to the City Clerk before the announcement of the Agenda Item.

Speakers are provided five (5) minutes per individual on each published agenda item. Individual speakers may consolidate time with another speaker's time; the total consolidated time cannot exceed two (2) minutes per speaker giving up time. However in the interest of ensuring that all members of the Public have an equal opportunity to participate, a single speaker cannot speak for more than ten (10) minutes on an individual Agenda item. If there are a large number of speakers on a particular agenda item, the Mayor, as confirmed by the City Council may reduce the amount of time allotted to each speaker or limit the total amount time allowed for speakers to address the agenda item. At the conclusion of that period of time, the speaker will be asked to please conclude their remarks so that the next speaker may begin their comments.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall, (626) 307-1359. Please notify the City Clerk's Office twenty-four hours prior to the meeting so that reasonable arrangements can be made to ensure availability of audio equipment for the hearing impaired. Council Chambers are wheelchair accessible.

PLEASE NOTE that this Agenda includes items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER Mayor
FLAG SALUTE The Monterey Park Police Explorers
ROLL CALL Peter Chan, Mitchell Ing, Stephen Lam, Hans Liang, Teresa Real Sebastian

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

[1.] PRESENTATIONS- "Turf Rebate Program" - Frank Heldman, Water Utility Manager

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5 minute limit per person) While all comments are welcome, the Brown Act does not allow the City Council to take action on any item not on the agenda. The Council may respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the City Council's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

ORAL AND WRITTEN COMMUNICATIONS

[2.] SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)

NEW BUSINESS

2-A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF AUGUST 19, 2015

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) Approve payment of warrants and adopt Resolution of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **August 19, 2015 totaling \$406.67** and specifying the funds out of which the same are to be paid; and
- (2) Take such additional, related, action that may be desirable.

2-B. SUCCESSOR AGENCY MINUTES

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) Approve the minutes from the regular meeting of June 15, 2015 and the special joint meeting of July 27, 2015; and
- (2) Take such additional, related, action that may be desirable.

2-C. SUCCESSOR AGENCY INVESTMENT REPORT AS OF JULY 2015

It is recommended that the City Council

- (1) Receive and file the investment report; and
- (2) Take such additional, related, action that may be desirable.

[3.] CITY OF MONTEREY PARK- CONSENT CALENDAR- None.

[4.] PUBLIC HEARING-None.

[5.] OLD BUSINESS

5-A. SECOND READING AND ADOPTION: AN ORDINANCE ADDING CHAPTER 16.30 OF THE MONTEREY PARK MUNICIPAL CODE RELATING TO EXPEDITED PERMITTING PROCEDURES FOR SMALL RESIDENTIAL ROOF TOP SOLAR SYSTEMS

It is recommended that the City Council

- (1) Waive second reading and adopt the proposed ordinance; and
- (2) Take such additional, related, action that may be desirable.

CEQA: Adoption of this Ordinance is exempt from further environmental review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because it establishes rules and procedures for operation of existing facilities; minor temporary use of land; minor alterations inland use; new construction of small structures; and minor structures accessory to existing commercial facilities. This Ordinance, therefore, is categorically exempt from further CEQA review under CEQA Guidelines §§ 15301; 15303; 15304(e); 15305; and 15311. Further, the adoption of this Ordinance is also exempt from review under CEQA pursuant to CEQA Guidelines § 15061(b)(3) because the Ordinance is for general policies and procedure-making. This establishes policies and procedures for allowing the previously approved project to be constructed. Any proposed project that will utilize the changes set forth in this Ordinance will be subject to CEQA review as part of the entitlement review of the project. The Ordinance will not adversely impact the environment and is therefore exempt from the provisions of CEQA.

[6.] NEW BUSINESS

6-A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF AUGUST 19, 2015

It is recommended that the City Council

- (1) Approve payment of warrants and adopt a Resolution allowing certain claims and demands per Warrant Register dated **August 19, 2015 Totaling \$741,743.75** and specifying the funds out of which the same are to be paid; and
- (2) Take such additional, related, action that may be desirable.

6-B. CITY COUNCIL MINUTES

It is recommended that the City Council

- (1) Approve the minutes from the regular meeting of June 15, 2015 and the special joint meeting of July 27, 2015; and
- (2) Take such additional, related, action that may be desirable.

6-C. INVESTMENT REPORT AS OF JULY 2015

It is recommended that the City Council

- (1) Receive and file the investment report; and
- (2) Take such additional, related, action that may be desirable.

6-D. 2014-2015 ANNUAL INVESTMENT REPORT

It is recommended that the City Council

- (1) Receive and file the 2014-15 Annual Investment report;
- (2) Adopt the City's Investment Policy; and
- (3) Take such additional, related, action that may be desirable.

6-E. PROFESSIONAL SERVICE AGREEMENT WITH THE ADVANTAGE GROUP (TAG) FOR RETIREE HEALTH REIMBURSEMENT ACCOUNT (HRA) AS PART OF THE TRANSITION FROM THE CITY'S MEDICAL PLAN TO CALPERS

It is recommended that the City Council

- (1) Authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with the Advantage Group (TAG) for Retiree Health Reimbursement Accounts (HRA) as part of the transition from the City's Medical Plan to PEMHCA CalPERS Medical Plans; and
- (2) Take such additional, related, action that may be desirable.

6-F. MAP NO. 72544 (2015 POTRERO GRANDE DRIVE) -- APPROVAL OF FINAL MAP

It is recommended that the City Council

- (1) Adopt a resolution approving Final Map No. 72544;
- (2) Authorize the City Manager to execute the Subdivision Improvement Agreement in a form approved by the City Attorney; and
- (3) Take such additional, related, action that may be desirable.

CEQA: The Planning Commission, at its meeting of October 28, 2014, determined this project was categorically exempt from additional environmental review pursuant to CEQA Guidelines §§ 15315 and 15332 as a Class 15 categorical exemption (Minor Land Divisions) and Class 32 categorical exemption (Infill Development).

6-G. RESOLUTION APPROVING THE ADOPTION OF THE 2014 UPDATED GREATER LOS ANGELES COUNTY REGION INTEGRATED REGIONAL WATER MANAGEMENT PLAN (GLAC IRWM)

It is recommended that the City Council

- (1) Adopt a Resolution adopting the 2014 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan; and
- (2) Take such additional, related, action that may be desirable.

CEQA: Adopting the 2014 Updated GLAC IRWM Plan is categorically exempt pursuant to CEQA Guidelines §§ 15262, 15306, 15307, and 15308 because it is a planning study that identifies potential projects, programs, and policies for possible future actions, subject to future adoption and approval, which would protect natural resources and the environment.

6-H. RESOLUTION AUTHORIZING THE EXAMINATION OF PREPAID MOBILE TELEPHONY SERVICES AND LOCAL CHARGE RECORDS AND AN AGREEMENT FOR THE BOARD OF EQUALIZATION TO COLLECT UUT AS TO TELEPHONY SERVICES

It is recommended that the City Council

- (1) Adopt the Resolution authorizing the examination of prepaid mobile telephony services and local charge records, and authorizing the City Manager to execute an agreement, in a form approved by the City Attorney, for the Board of Equalization to collect UUT as to telephony services; and
- (2) Take such additional, related, action that may be desirable.

[7.] COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

[8.] CLOSED SESSION- None.

ADJOURN

PRESENTATIONS

ORAL AND WRITTEN COMMUNICATIONS



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: (SA) New Business
Agenda Item 2-A.

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Director of Management Services
Annie Yaung, CPFO, Controller
SUBJECT: Warrant Register for Successor Agency to the Former Community
Redevelopment Agency of
August 19, 2015

RECOMMENDATION:

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt Resolution No. _____ of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated **August 19, 2015 totaling \$406.67** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **288-290**.

BACKGROUND:

The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park, Acting as the Successor Agency to the Former Community Redevelopment Agency (SA). I also certify that there are monies available for the payments thereof. Please note that amounts being paid by the SA funds in this warrant register represented expenditures incurred, which are pending for approval by the Oversight Board.

FISCAL IMPACT:

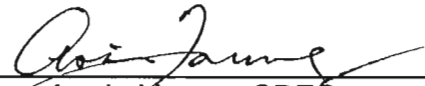
Disbursements from all funds total **\$406.67**.

Respectfully submitted:

Prepared by:




Chu Thai
Director of Management Services



Annie Yaung, CPFO
Controller

Approved By:



Paul L. Talbot
City Manager

Attachments: Warrant Register

RESOLUTION NO. SA-_____

A RESOLUTION OF THE
 SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)
 ALLOWING CERTAIN CLAIMS AND DEMANDS
 PER WARRANT REGISTER DATED
 19TH DAY OF AUGUST 2015
 TOTALING \$406.67 AND SPECIFYING THE FUNDS OUT
 OF WHICH THE SAME ARE TO BE PAID

THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY
 DOSE RESOLVE AS FOLLOWS:

SECTION 1. That the following claims and demands have been audited and that the same
 are hereby allowed from various funds in the following amounts:

Atlantic/Garvey Projects	\$ 244.17
Merged Project Projects	162.50
Total	<u>\$ 406.67</u>

PASSED, APPROVED AND ADOPTED THE 19TH DAY OF AUGUST 2015.

 Peter Chan, Mayor
 City of Monterey Park, California

ATTEST:

 Vincent D. Chang, City Clerk
 City of Monterey Park, California

Resolution No. SA-
Page 2

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY)
OF CITY OF MONTEREY PARK)

I hereby certify that this resolution was duly adopted by the
Successor Agency to the Former Community Redevelopment Agency,
at a regular meeting held on the 19th day of August 2015 by the following vote.

AYES:
NOES:
ABSTAIN:
ABSENT:

Vincent D. Chang, City Clerk
City of Monterey Park, California

ATTACHMENT 1

Warrant Register

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

5

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0860-801-1203-32050	15.61	INTERNET/PHONE SERVICE		288	15.61
TOTAL FOR PREPAID WARRANTS						15.61

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

6

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HENSLEY LAW GROUP	0860-801-1203-31600	162.50	LEGAL-SA		289	
	0870-801-1203-31600	162.50	LEGAL-SA		289	
						325.00
NATIONAL CONSTRUCTION RENTALS	0860-801-1203-31100	66.06	FENCE RENTAL		290	
						66.06
TOTAL FOR PRINTED WARRANTS						391.06

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

7

TOTAL FOR PREPAID WARRANTS	15.61
TOTAL FOR PRINTED WARRANTS	391.06
TOTAL WARRANTS	406.67
TOTAL VOID CHECKS	0
TOTAL PREPAID CHECKS	1
TOTAL CHECKS PRINTED	2
TOTAL CHECKS ISSUED	3

CITY OF MONTEREY PARK
 FINAL WARRANT REGISTER
 COUNCIL MEETING DATE 08/19/2015
 FUND SUMMARY

8

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0860	ATLANTIC/GARVEY CAP PROJECTS	15.61	228.56	244.17
0870	MERGED CAPITAL PROJECTS	0.00	162.50	162.50
	TOTAL	15.61	391.06	406.67



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: (SA) New Business
Agenda Item 2-B.

TO: The Honorable Mayor and City Council
FROM: Vincent D. Chang, City Clerk
SUBJECT: Successor Agency (SA) Minutes

RECOMMENDATION:

It is recommended that the City Council (acting on behalf of the Successor Agency)

- (1) Approve the minutes from the regular meetings of July 15, 2015 and the minutes from the special joint meeting of July 27, 2015.
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

BACKGROUND:

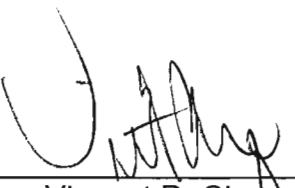
None.

FISCAL IMPACT:

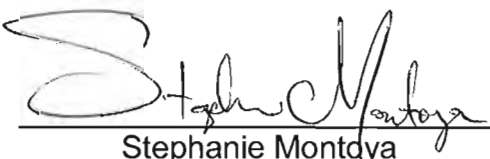
None.

Respectfully submitted,

Prepared by:

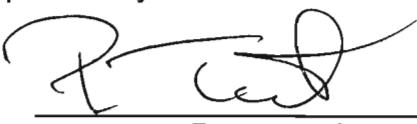


Vincent D. Chang
City Clerk



Stephanie Montoya
Minutes Clerk

Approved By:



Paul L. Talbot
City Manager

Attachments: (Regular) July 15, 2015, 2015 and (Special Joint) July 23, 2015

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
JULY 15, 2015**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, July 15, 2015 at 7:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER:

Mayor Liang called the meeting to order at 7:00 p.m.

FLAG SALUTE:

The Monterey Park Police Explorers led the flag salute.

ROLL CALL:

City Clerk Vincent Chang called the roll:

Council Members Present: Stephen Lam, Teresa Real Sebastian, Mitchell Ing, Peter Chan, Hans Liang

Council Members Absent: None.

ALSO PRESENT: City Manager Paul Talbot, Assistant City Attorney Mark Hensley, City Treasurer Joseph Leon, Public Works Director/Assistant City Manager Ron Bow, Police Chief Jim Smith, Fire Chief Scott Haberle, Human Resources Director Tom Cody, Community and Economic Development Director Mike Huntley, Management Services Director Chu Thai, Recreation and Community Services Director Dan Costley, City Librarian Norma Arvizu, Controller Annie Yaung, Assistant City Engineer Rey Alfonso, Water Utility Manager Frank Heldman, Principle Management Analyst Amy Ho, Public Works Maintenance Manager Charles Nelson

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

- 1A. PRESENTATIONS:** AIR QUALITY UPDATES PRESENTATION by South Coast Air Quality Management District (SCAQMD). Board Member Michael Cacciotti presented a PowerPoint presentation. Discussion item only.

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community

ORAL AND WRITTEN COMMUNICATIONS

- Evelyn Reyes, announced that the San Gabriel Valley Municipal Water District, water conservation grant, would fund a Landscaping Workshop to educate residents about various water conserving methods for landscaping.
- Sally Zhu, owner of BJ's Party Supplies and Ambassador of the Monterey Park Chamber of Commerce, invited the residents to the Monterey Park Night Market on July 17 and 18, 2015.
- Jim Smith, Monterey Park Police Chief, reminded the community to join him on August 4, 2015 from 6-8 p.m. in front of City Hall for "National Night Out," Against Crime.
- Richard Hollingsworth, a volunteer at the Sierra Vista Park Community Center, spoke about his concerns regarding the Community Center's operating hours being limited and potentially closing down. This may affect some of the classes that are held there.
- Patricia Mendoza, requested the City Council's assistance to get help on a case regarding a fatal traffic accident that occurred in the City of Monterey Park, which resulted in the death of her nephew.
- Minnie Nekata, spoke about the airplanes that fly over Monterey Park and San Gabriel, and complained that they are low, noisy and disruptive to residents.

2. SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)

CONSENT CALENDAR:

None.

NEW BUSINESS

2A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF JULY 15, 2015

It is required that the City Council (acting on behalf of the Successor Agency) approve all disbursements. Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 285-285.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, approved payment of warrants and adopted Resolution No. SA-97 of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated July 15, 2015 totaling \$66.06 and specifying the funds out of which the same are to be paid.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Chan, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

Resolution SA-97, entitled:

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 15TH DAY OF JULY 2015 TOTALING \$66.06 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

2B. SUCCESSOR AGENCY INVESTMENT REPORT AS OF JUNE 2015

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates of maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months.

As of June 30, 2015 invested funds for the Successor Agency of the City of Monterey Park is as follows: Successor Agency (SA) Savings= \$5,632,653.63, Successor Agency (SA) Checking=\$165,857.67, Successor Agency (SA) RORF= \$184,659.00, Total = \$5,983,170.30

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency received and filed the monthly investment report.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Lam, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

This is the end of Successor Agency (SA) items.

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
PLANNING COMMISSION
SPECIAL JOINT MEETING
JULY 27, 2015**

The City Council and Planning Commission of the City of Monterey Park held a Special Joint Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Monday, July 27, 2015 at 6:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER:

Mayor Liang called the meeting to order at 6:00 p.m.

ROLL CALL:

City Clerk Chang called the roll:

Council Members Present: Stephen Lam, Teresa Real Sebastian, Mitchell Ing, Peter Chan, Hans Liang

Council Members Absent: None.

Planning Commissioners Present: Rodrigo T. Garcia, Larry Sullivan, Ricky Choi, Margaret Leung, Lincoln Lee

Planning Commissioners Absent: None

ALSO PRESENT: City Manager Paul Talbot, City Attorney Mark Hensley, City Clerk Vincent Chang, City Treasurer Joseph Leon

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL AND WRITTEN COMMUNICATIONS / INITIAL PUBLIC COMMUNICATIONS

None.

1. AB1234 Ethics Training

Workshop presented by City Attorney Mark Hensley in accordance with Government Code §§53232, et seq.

Recommended Action: It is recommended that the City Council and Planning Commission participate in an ethics training workshop in accordance with applicable law including, without limitation, Government Code § 53232, et seq. and City Council Resolution No. 11629, adopted February 5, 2014. The workshop will focus on both legal and practical procedures needed to comply with applicable ethics laws.

Discussion: City Attorney Mark Hensley presented a Power Point Presentation of the AB1234 Ethics Training. Each participant received a certificate of completion for completing the required 2 hour training.

Action Taken: Discussion only, no action taken.

ADJOURNMENT

There being no further business for consideration, the City Council and Planning Commission meeting was adjourned at 8:00 p.m.

Vincent D. Chang
City Clerk



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: (SA) New Business
Agenda Item 2-C.

TO: The Honorable Mayor and City Council
FROM: Annie Yaung, CPFO, Controller
SUBJECT: Successor Agency Monthly Investment Report – July 2015

RECOMMENDATION: It is recommended that the City Council:

- (1) Receive and file the monthly investment report; and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

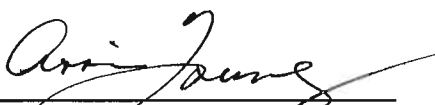
As of July 31, 2015 invested funds for the Successor Agency of the City of Monterey Park is as follows:

• Successor Agency (SA) Savings	5,633,514.73
• Successor Agency (SA) Checking	146,101.84
• Successor Agency (SA) RORF	<u>115,988.00</u>
Total	<u>\$ 5,895,604.57</u>

BACKGROUND:


In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates of maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months.

Respectfully submitted and prepared by:



Annie Yaung, CPFO
Controller

Approved by:



Paul L. Talbot
City Manager



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: **Unfinished Business**
Agenda Item 5-A.

TO: Honorable Mayor and Members of the City Council
FROM: Michael A. Huntley, Community and Economic Development Director
SUBJECT: Second Reading and Adoption: An Ordinance adding Chapter 16.30 of the Monterey Park Municipal Code relating to expedited permitting procedures for small residential roof top solar systems.

RECOMMENDATION:

It is recommended that the City Council: (1) waive second reading and adopt the proposed ordinance; and (2) take such additional, related, action that may be desirable.

ENVIRONMENTAL:

Adoption of this Ordinance is exempt from further environmental review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because it establishes rules and procedures for operation of existing facilities; minor temporary use of land; minor alterations in land use; new construction of small structures; and minor structures accessory to existing commercial facilities. This Ordinance, therefore, is categorically exempt from further CEQA review under CEQA Guidelines §§ 15301; 15303, 15304(e); 15305; and 15311. Further, the adoption of this Ordinance is also exempt from review under CEQA pursuant to CEQA Guidelines § 15061(b)(3) because the Ordinance is for general policies and procedure-making. This Ordinance does not authorize any new development entitlements, but simply establishes policies and procedures for allowing the previously approved project to be constructed. Any proposed project that will utilize the changes set forth in this Ordinance will be subject to CEQA review as part of the entitlement review of the project. The Ordinance will not adversely impact the environment and is therefore exempt from the provisions of CEQA.


SUMMARY:

The first reading and public hearing occurred on August 5, 2015. The ordinance is now ready for its second reading and adoption by the City Council.

A copy of the staff report from the August 5, 2015 meeting is attached for reference.

Respectfully submitted,


By:


Michael Huntley
Community and Economic
Development Director

Prepared by:


Timothy Tran
Building Official

Approved by:


Paul L. Talbot
City Manager

Reviewed by:


Karl H. Berger
Assistant City Attorney

Attachments:

Exhibit A: Draft Ordinance

EXHIBIT A
Draft Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING TITLE 16 OF THE MONTEREY PARK MUNICIPAL CODE BY ADDING CHAPTER 16.30 RELATING TO EXPEDITED PERMITTING PROCESS FOR SMALL RESIDENTIAL ROOFTOP SOLAR SYSTEMS.

The City Council of the City of Monterey Park does ordain as follows:

SECTION 1: Findings. The City Council finds as follows:

- A. The City Council of the City of Monterey Park recognizes the importance of green technology and wishes to advance the use of solar energy by its citizens, businesses and industries; and
- B. By this ordinance, the City Council seeks to implement Assembly Bill 2188 by creating an expedited, streamlined permitting process for small residential rooftop solar energy systems.

SECTION 2: Environmental Assessment. Adoption of this Ordinance is exempt from further environmental review under the California Environmental Quality Act (California Public Resources Code §§ 21000, *et seq.*, "CEQA") and CEQA Guidelines (14 California Code of Regulations §§ 15000, *et seq.*) because it establishes rules and procedures for operation of existing facilities; minor temporary use of land; minor alterations in land use; new construction of small structures; and minor structures accessory to existing commercial facilities. This Ordinance, therefore, is categorically exempt from further CEQA review under CEQA Guidelines §§ 15301; 15303, 15304(e); 15305; and 15311. Further, the adoption of this Ordinance is also exempt from review under CEQA pursuant to CEQA Guidelines § 15061(b)(3) because the Ordinance is for general policies and procedure-making. This Ordinance does not authorize any new development entitlements, but simply establishes policies and procedures for allowing the previously approved project to be constructed. Any proposed project that will utilize the changes set forth in this Ordinance will be subject to CEQA review as part of the entitlement review of the project. The Ordinance will not adversely impact the environment and is therefore exempt from the provisions of CEQA.

SECTION 3: Title 16 (Buildings and Construction) of the Monterey Park Municipal Code ("MPMC") is amended to add a new Chapter 16.30 to read as follows:

"Chapter 16.30 - EXPEDITED PERMIT PROCESS FOR SMALL RESIDENTIAL ROOFTOP SOLAR SYSTEMS

16.30.010: Purpose.

This chapter implements the Solar Rights Act as codified at Government Code § 65850.5 to achieve timely and cost-effective installations of small residential

rooftop solar energy systems.

16.30.020: Definitions.

Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this chapter. Words and phrases not defined by this chapter have the meaning set forth in this Code, the Act, or regulations promulgated in accordance with applicable law.

“Act” means the Solar Rights Act as codified at Government Code § 65850.5.

“Director” means the city manager, or designee. In the absence of a different designation by the city manager, the Community and Economic Development Director, or designee, is the Director.

“Electronic submittal” means utilization of office equipment and software used for communicating including, without limitation, telephone, facsimile machine, office automation equipment (computer terminals or personal computers, including laptops) and communications software applications such as electronic mail and Internet browsers.

“Information Technologies” or “IT” means any system, device, hardware, software, or other equipment designed and used for transmitting or receiving communications by any form of electronic mail (e-mail) or any network of interconnected computers, including, without limitation, the Internet, as used for such purposes.

“Internet” or “world wide web” means a global network connecting multiple information technologies from schools, libraries, businesses, or private homes, using a common set of communication protocols.

“Reasonable restrictions” on a solar energy system are those restrictions that do not significantly increase the cost of the system or significantly decrease its efficiency or specified performance, or that allow for an alternative system of comparable cost, efficiency, and energy conservation benefits.

“Restrictions that do not significantly increase the cost of the system or decrease its efficiency or specified performance” means:

- A. For solar domestic water heating systems or solar swimming pool heating systems that comply with state and federal law: an amount exceeding 10 percent of the cost of the system, but in no case more than one thousand dollars (\$1,000), or decreasing the efficiency of the solar energy system by an amount exceeding 10 percent, as originally specified and proposed.
- B. For photovoltaic systems that comply with state and federal law: an

amount not to exceed one thousand dollars (\$1,000) over the system cost as originally specified and proposed, or a decrease in system efficiency of an amount exceeding 10 percent as originally specified and proposed.

"Small residential rooftop solar energy system" means all of the following:

- A. A solar energy system that is no larger than 10 kilowatts alternating current nameplate rating or 30 kilowatts thermal.
- B. A solar energy system that conforms to all applicable state fire, structural, electrical, and other building codes as adopted or amended by the city and all state and local health and safety standards.
- C. A solar energy system that is installed on a single or duplex family dwelling.
- D. A solar panel or module array that does not exceed the maximum legal building height as defined by the city.

"Solar Energy System" means either of the following:

- A. Any solar collector or other solar energy device whose primary purpose is to provide for the collection, storage, and distribution of solar energy for space heating, space cooling, electric generation, or water heating.
- B. Any structural design feature of a building, whose primary purpose is to provide for the collection, storage, and distribution of solar energy for electricity generation, space heating or cooling, or for water heating.

16.30.030: Applicability.

- A. This chapter applies to the permitting of all small residential rooftop solar energy systems in the city.
- B. Small residential rooftop solar energy systems legally established or permitted before the effective date of this chapter are not subject to the requirements of this chapter unless physical modifications or alterations are undertaken that materially change the size, type, or components of a small rooftop energy system in such a way as to require new permitting. Routine operation and maintenance do not require a permit.

16.30.040: Solar Energy System Requirements.

- A. All solar energy systems must meet applicable legal health and safety standards and requirements.

- B. Solar energy systems for heating water in single-family residences and for heating water in commercial or swimming pool applications must be certified by an accredited listing agency as defined by the California Plumbing and Mechanical Code, as adopted by this Code.
- C. Solar energy systems for producing electricity must meet all applicable safety and performance standards established by the California Electrical Code, the Institute of Electrical and Electronics Engineers, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Public Utilities Commission regarding safety and reliability.

16.30.050: Duties of the Director.

- A. All documents required for the submission of an expedited solar energy system application must be made available on the internet.
- B. Electronic submittal of the required permit application and documents by information technologies is available to all small residential rooftop solar energy system permit applicants. All forms, applications, and other documents may be signed electronically in accordance with Government Code § 16.5.
- C. The Director must develop a standard plan and checklist of all requirements with which small residential rooftop solar energy systems must comply to be eligible for expedited review.
- D. The small residential rooftop solar system permit process, standard plan(s), and checklist(s) must substantially conform to recommendations for expedited permitting, including the checklist and standard plans contained in the most current version of the *California Solar Permitting Guidebook* adopted by the Governor's Office of Planning and Research.
- E. All fees prescribed for the permitting of small residential rooftop solar energy system must comply with Government Code §§ 65850.55, 66015, and 66016; along with Health and Safety Code § 17951.

16.30.060: Permit review and inspection requirements.

- A. The Director must implement an administrative, nondiscretionary review process to expedite approval of small residential rooftop solar energy systems. The Director must issue a ministerial building permit within one business day for over-the-counter applications or within three business days for electronic submittals, upon receipt of a complete application that meets the requirements of the approved checklist and standard plan. The Director may require an applicant to apply for an administrative use permit

if the Director finds, based on substantial evidence, that the solar energy system could have a specific, adverse impact upon the public health and safety. Such decisions must be in writing and may be appealed to the Planning Commission in accordance with this Code.

- B. Review of the application is limited to whether the application meets applicable law.
- C. If an administrative use permit is required, the Director may deny an application for the use permit if the Director makes written findings based upon substantive evidence in the record that the proposed installation would have a specific, adverse impact upon public health or safety and there is no feasible method to satisfactorily mitigate or avoid, as defined, the adverse impact. Such findings must include the basis for the rejection of the potential feasible alternative for preventing the adverse impact. Such decisions may be appealed to the Planning Commission in accordance with this Code.
- D. Any condition imposed on an application must be designed to mitigate the specific, adverse impact upon health and safety at the lowest possible cost.
- E. The Director cannot condition approval of an application on by requiring formation of an association.
- F. If an application is deemed incomplete, a written correction notice detailing all deficiencies in the application and any additional information or documentation required to be eligible for issuing an expedited permit must be sent to the applicant for resubmission.
- G. Only one inspection is required and must be performed by the Director for small residential rooftop solar energy systems eligible for expedited review except that a separate fire safety inspection may be performed.
- H. The inspection must be done in a timely manner and shall include consolidated inspections.
- I. If a small residential rooftop solar energy system fails inspection, a subsequent inspection is authorized but need not conform to the requirements of this chapter."

SECTION 4: Construction. This Ordinance must be broadly construed in order to achieve the purposes stated in this Ordinance. It is the City Council's intent that the provisions of this Ordinance be interpreted or implemented by the City and others in a manner that facilitates the purposes set forth in this Ordinance.

SECTION 5: Enforceability. Repeal of any provision of the MPMC does not affect any penalty, forfeiture, or liability incurred before, or preclude prosecution and imposition of penalties for any violation occurring before this Ordinance's effective date. Any such repealed part will remain in full force and effect for sustaining action or prosecuting violations occurring before the effective date of this Ordinance.

SECTION 6: Validity of Previous Code Sections. If this entire Ordinance or its application is deemed invalid by a court of competent jurisdiction, any repeal or amendment of the MPMC or other city ordinance by this Ordinance will be rendered void and cause such previous MPMC provision or other city ordinance to remain in full force and effect for all purposes.

SECTION 7: Severability. If any part of this Ordinance or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Ordinance are severable.

SECTION 8: The City Clerk is directed to certify the passage and adoption of this Ordinance; cause it to be entered into the City of Monterey Park's book of original ordinances; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Ordinance, cause it to be published or posted in accordance with California law.

SECTION 9: This Ordinance will take effect on the 31st day following its final passage and adoption.

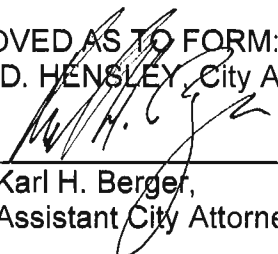
PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2015.

Hans Liang,
Mayor

ATTEST:

By: _____
Vincent D. Chang,
City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By: 
Karl H. Berger,
Assistant City Attorney



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: New Business
Agenda Item 6-A.

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Director of Management Services
Annie Yaung, CPFO, Controller
SUBJECT: Warrant Register for the City of Monterey Park of
August 19, 2015

RECOMMENDATION:

It is recommended that the City Council:

- (1) Approve payment of warrants and adopt Resolution No. _____ allowing certain claims and demands per Warrant Register dated **August 19, 2015** totaling **\$741,743.75** and specifying the funds out of which the same are to be paid; and
- (2) take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered **305594-305752**.

BACKGROUND:

The claims and demands on the attached warrant register have been duly audited. I certify that the said claims and demands are accurate, are proper charges against the City of Monterey Park. I also certify that there are monies available for the payments thereof.

FISCAL IMPACT:

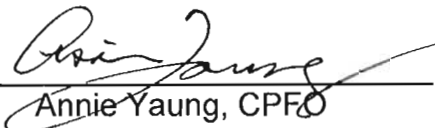
Disbursements from all funds total **\$741,743.75.**

Respectfully submitted:

Prepared by:

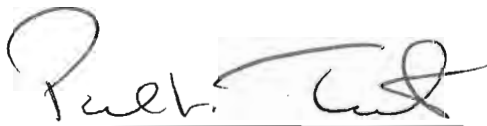


Chu Thai
Director of Management Services



Annie Yaung, CPFO
Controller

Approved By:



Paul L. Talbot
City Manager

Attachments: Warrant Register

RESOLUTION NO.
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS
PER WARRANT REGISTER DATED
19TH DAY OF AUGUST 2015
TOTALING \$741,743.75 AND SPECIFYING THE FUNDS OUT
OF WHICH THE SAME ARE TO BE PAID

THE CITY COUNCIL OF THE CITY OF MONTEREY PARK DOES RESOLVE:

SECTION 1. That the following claims and demands have been audited and that the same are hereby allowed from various funds in the following amounts:

General Fund	\$ 222,796.62
Retirement Fund	2,500.00
State Gas Tax Fund	1,444.38
Refuse Fund	412,948.90
City Shop Fund	11,713.66
General Liability Fund	11.45
Payroll Clearing Account	1,239.80
Public Safety Impact Fee	279.17
Special Deposits Fund	13,741.15
Water Fund	15,698.68
Water Treatment Fund	3,119.05
OPA Proposition A	1,056.54
Library Tax Fund	888.62
POST	612.40
El Civic Education Grant	81.73
Recreation Fund	33,785.10
Asset Forfeiture	9,025.02
CDBG Fund	180.44
Prop A - Per Parcel Grant	263.00
Used Oil Recycling Block Grant	1,487.50
Bulletproof Vest police Grant	1,253.50
Nursery Rhyme App Grant	1,104.93
MTA S Garfield Transit Village	5,489.11
City/Housing Successor Agency	1,023.00
 TOTAL	 <u>\$ 741,743.75</u>

PASSED, APPROVED AND ADOPTED THE 19TH DAY OF AUGUST 2015.

 Peter Chan, Mayor
 City of Monterey Park, California

ATTEST

 Vincent D. Chang, City Clerk
 City of Monterey Park, California

RESOLUTION NO.
Page 2

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY COUNCIL OF THE)
CITY OF MONTEREY PARK)

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Monterey Park at a regular meeting held on the 19th day of August 2015 by the following vote of the Council:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSTAINED:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:

Vincent D. Chang, City Clerk
City of Monterey Park, California

ATTACHMENT 1

Warrant Register

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

5

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ROBERTO A AGUIRRE	0010-801-6508-31990	330.41	REIMBURSE IPOD TOUCH		305594	330.41
ANTHEM BLUE CROSS	0010-801-5102-12330	6,244.70	08/15-09/15 MEDICAL INSURANCE		305595	6,244.70
ARROYO BACKGROUND INVESTIGATIONS	0010-801-3104-31950	900.00	BACKGROUND INVESTIGATIONS		305619	900.00
AT & T	0010-801-3112-32050	400.98	PHONE SERVICE		305596	1,136.91
	0010-801-3114-32050	4.40	PHONE SERVICE		305596	
	0022-801-4206-32050	616.63	PHONE SERVICE		305596	
	0092-801-4222-32050	114.90	PHONE SERVICE		305596	
AT&T	0010-801-6517-32050	17.33	INTERNET/PHONE SERVICE		305597	
	0022-801-4206-32050	303.67	INTERNET/PHONE SERVICE		305597	
	0109-801-6511-32050	68.06	INTERNET/PHONE SERVICE		305597	
	0010-801-1404-32050	50.21	INTERNET/PHONE SERVICE		305597	
	0010-801-1408-32050	127.99	INTERNET/PHONE SERVICE		305597	
	0043-801-1404-32050	25.58	INTERNET/PHONE SERVICE		305597	
	0092-801-1404-32050	31.06	INTERNET/PHONE SERVICE		305597	
	0092-801-4220-32050	203.79	INTERNET/PHONE SERVICE		305597	
	0092-801-4222-32050	646.51	INTERNET/PHONE SERVICE		305597	
	0010-801-6502-32050	150.47	INTERNET/PHONE SERVICE		305597	
	0010-801-6001-32050	198.80	INTERNET/PHONE SERVICE		305597	
	0010-801-3201-32050	1,037.33	INTERNET/PHONE SERVICE		305597	
	0010-801-3112-32050	3,167.24	INTERNET/PHONE SERVICE		305597	
	0010-801-3113-32050	15.51	INTERNET/PHONE SERVICE		305597	
	0010-801-3114-41100	17.33	INTERNET/PHONE SERVICE		305597	
	0010-801-1801-32050	15.83	INTERNET/PHONE SERVICE		305597	
	0010-801-4209-32050	241.07	INTERNET/PHONE SERVICE		305597	
	0010-801-1404-32050	598.78	INTERNET/PHONE SERVICE		305597	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

6

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
AT&T	0043-801-1404-32050	441.21	INTERNET/PHONE SERVICE		305597	
	0092-801-1404-32050	535.75	INTERNET/PHONE SERVICE		305597	
	0010-801-1301-32050	15.51	INTERNET/PHONE SERVICE		305597	
	0010-801-1408-32050	1,623.96	INTERNET/PHONE SERVICE		305597	
	0010-801-3112-32050	1,082.64	INTERNET/PHONE SERVICE		305597	
	0010-801-3201-32050	541.32	INTERNET/PHONE SERVICE		305597	
	0010-801-6001-32050	180.44	INTERNET/PHONE SERVICE		305597	
	0169-801-2201-32050	180.44	INTERNET/PHONE SERVICE		305597	
						11,517.83
TYLER AYALA	0010-801-3220-39400	125.00	FIRE RECET FEE		305620	
						125.00
CALIFORNIA STATE LIBRARY	0429-801-6006-22450	218.00	REFUND-GRANT		305621	
						218.00
CANON FINANCIAL SERVICES, INC.	0010-801-6502-39250	2,092.37	COPIER MACHINE RENTAL		305598	
						2,092.37
CHARTER COMMUNICATIONS	0010-801-3201-32050	604.83	INTERNET/CABLE SERVICE		305622	
						604.83
PHILLIP CHU	0075-450-0075-09080	200.00	STUDENT EXCHANGE PROGRAM-TRUST		305623	
	0075-450-0075-09080	200.00	STUDENT EXCHANGE PROGRAM-TRUST		305623	
						400.00
LINDA CHUNG	0075-450-0075-09080	200.00	STUDENT EXCHANGE PROGRAM-TRUST		305624	
	0075-450-0075-09080	200.00	STUDENT EXCHANGE PROGRAM-TRUST		305624	
						400.00
COUNTY OF LOS ANGELES	0075-450-0075-08400	120.00	SENIOR PET LICENSING (TRUST)		305625	
						120.00
CPFIT	0065-464	564.00	FIRE LTD INSURANCE		305599	
						564.00
DIVERSIFIED RISK INSURANCE	0075-450-0075-08350	269.50	SPECIAL EVENT INSURANCE (TRUST)		305626	
						269.50

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

7

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
FENSCO SERVICES INC	0010-801-5004-91525	780.00	FENCE INSTALL-LA LOMA		305627	780.00
FRED PRYOR SEMINARS	0092-801-4220-39400	370.00	WATER TRAINING		305600	370.00
HOMEBOY SILK SCREEN	0010-801-6503-22300	451.28	AQUATIC DEPT. T-SHIRTS		305601	451.28
JODY RAMIREZ	0010-801-3111-31950	80.00	LIFETIME DOG LICENSE REFUND		305628	80.00
KNOWLES-MCNIFF	0010-801-1404-31700	783.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	12,500.00
	0043-801-1404-31700	3,850.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0092-801-1404-31700	3,908.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0010-801-3115-31700	599.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0010-801-3220-31700	209.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0092-801-4221-31700	989.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0093-801-4226-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0093-801-4227-31700	259.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0093-801-4228-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0093-801-4229-31700	199.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0093-801-4231-31700	265.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0093-801-4232-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
	0010-801-6001-31700	803.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305602	
MARTIN FLORIST	0010-801-6508-22750	174.40	FLORAL ARRANGEMENTS		305603	174.40
MONTEREY PARK PETTY CASH	0010-801-1703-39350	48.98	PETTY CASH-UNIFORM		305604	
	0010-801-1704-33100	10.79	PETTY CASH-MILEAGE		305604	
	0010-801-6508-22670	51.63	PETTY CASH-SUPPLIES		305604	
	0010-801-6502-21250	49.89	PETTY CASH-DAY CARE SUPPLIES		305604	
	0010-801-6508-31990	45.75	PETTY CASH-AUDIO SUPPLIES		305604	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

8

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
MONTEREY PARK PETTY CASH	0010-801-6508-31950	98.09	PETTY CASH-SOUND EQUIPMENT		305604	
	0010-801-3120-39700	100.02	PETTY CASH-NNO SUPPLIES		305604	
	0010-801-3120-39700	94.82	PETTY CASH-NNO SUPPLIES		305604	
	0010-801-3120-39700	73.93	PETTY CASH-NNO SUPPLIES		305604	
	0010-801-3120-39700	96.99	PETTY CASH-NNO SUPPLIES		305604	
	0092-801-4222-31950	16.96	PETTY CASH-POSTAGE		305604	
	0092-801-4222-39300	90.00	PETTY CASH-WATER CERT		305604	
	0010-801-1801-39550	26.84	PETTY CASH-REFRESHMENTS		305604	
	0010-801-6502-38100	8.99	PETTY CASH-KEYS		305604	
	0092-801-4223-39300	29.94	PETTY CASH-REFRESHMENTS		305604	
						843.62
	0010-801-3120-39700	96.40	PETTY CASH-NNO SUPPLIES		305629	
	0092-801-4223-39300	64.44	PETTY CASH-REFRESHMENTS		305629	
	0010-801-1703-39350	65.50	PETTY CASH-BUILDING BOOK		305629	
	0010-801-3120-39700	93.52	PETTY CASH-NNO SUPPLIES		305629	
	0010-801-6517-21350	60.19	PETTY CASH-REFRESHMENTS		305629	
	0075-450-0075-08550	217.96	PETTY CASH-LANGLEY (TRUST)		305629	
	0075-450-0075-08550	96.00	PETTY CASH-REFRESHMENTS		305629	
	0010-801-1403-39400	31.05	PETTY CASH-MILEAGE		305629	
	0010-801-1403-39400	48.88	PETTY CASH-MILEAGE		305629	
	0010-801-1403-39400	34.50	PETTY CASH-MILEAGE		305629	
						808.44
MUSIC GEM	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)		305605	
						190.00
	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)		305606	
						190.00
	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)		305607	
						190.00
	0075-450-0075-08550	190.00	LANGLEY DANCE BAND (TRUST)		305608	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

9

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						190.00
NAPA VALLEY COMMUNITY COLLEGE DISTF	0136-801-3101-33250	165.00-	VOID CHECK		304979	165.00-
						228.00
PACIFIC TELEMAGEMENT SERVICES	0010-801-6502-32050	228.00	PHONE SERVICE		305609	
ISMAEL PEREZ	0159-801-6507-31910	7,558.20	INSTRUCTOR-RECREATION CLASS		305610	
	0010-701-0010-07640	1,520.00-	AQUATIC STAFF FEE		305610	6,038.20
RAQUEL RICHARDS	0010-801-1801-39550	64.64	PETTY CASH-REFRESHMENTS		305611	
	0010-801-1802-39400	97.88	PETTY CASH-REFRESHMENTS		305611	
	0062-801-5101-35650	11.45	PETTY CASH-REFRESHMENTS		305611	173.97
THE STANDARD INSURANCE CO.	0065-464	675.80	EXECUTIVE PREMIUM		305630	675.80
STATE BOARD OF EQUALIZATION	0010-431	1,543.59	USE TAX		305612	1,543.59
LARRY SULLIVAN	0075-450-0075-09082	168.66	SPECIAL OLYMPICS EVENT (TRUST)		305631	168.66
THE GAS COMPANY (DBA)	0010-801-3114-36200	104.51	GAS SERVICES		305613	104.51
MARICELA VASQUEZ	0010-801-6502-31950	96.00	DAY CARE LIVE SCAN		305614	96.00
	0010-801-6506-22750	200.00	DAY CARE SUPPLIES		305615	200.00
VERIZON WIRELESS	0010-801-3112-32050	809.35	WIRELESS VOICE & DATA SERVICE		305632	809.35
JULIE MARIE VILLANUEVA	0010-801-6001-21350	49.05	PETTY CASH-NAME BADGES		305616	
	0010-801-6001-21350	82.84	PETTY CASH-PLAQUE		305616	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

10

PREPAID WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						131.89
WILLIAM AO INTERNATIONAL INC	0010-701-0010-02010	372.00	REFUND BUSINESS LICENSE		305617	372.00
XIAO LING LI	0092-701-0092-07510	126.62	REFUND WATER PAYMENT		305618	126.62
TOTAL FOR PREPAID WARRANTS						52,194.88

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

11

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
ADLERHORST INTERNATIONAL INC.	0160-801-3103-22800	475.02	POLICE TRAINING		305633	475.02
ADVANCE PEST TERMITE CONTROL	0010-801-3113-38100	39.00	PEST CONTROL	16-0116	305634	
	0010-801-3113-38100	39.00	PEST CONTROL	16-0116	305634	
	0010-801-3104-38400	30.00	PEST CONTROL		305634	108.00
ADVANCED ELECTRONICS	0010-801-3112-38400	4,628.52	POLICE EQUIPMENT MAINT.	16-0075	305635	4,628.52
ALHAMBRA SOCCER ACADEMY	0075-450-0075-08110	200.00	REFUND FIREWORKS DEPOSIT-TRUST		305636	200.00
AMERICAN BASEBALL CONGRESS OF SOUTH	0159-801-6507-31910	3,808.00	INSTRUCTOR-RECREATION CLASS		305637	3,808.00
AMERICAN RED CROSS	0010-801-6503-22300	509.00	AQUATIC CPR/AED TRAINING		305638	509.00
ARTE FLAMENCO DANCE THEATER	0159-801-6507-31910	434.00	INSTRUCTOR-RECREATION CLASS		305639	434.00
ASTRO PLUMBING SUPPLY CO (DBA)	0010-801-6001-38100	60.00	PLUMBING SUPPLIES		305640	60.00
ATHENS SERVICES	0043-801-4208-41200	403,620.90	REFUSE COLLECTION SERVICES		305641	403,620.90
AUTOZONE WEST, INC	0060-801-4211-23500	85.79	FLEET PARTS-UNIT 921		305642	
	0060-801-4211-23500	97.89	FLEET PARTS-UNIT 045		305642	
	0060-801-4211-23500	120.77	FLEET PARTS		305642	
	0060-801-4211-23500	203.83	FLEET PARTS-UNIT 027		305642	508.28
VINCENT BALTIERRA	0010-701-0010-03630	53.00	REFUND PARKING CITATION		305643	53.00
BRAVO BUSINESS RESOURCES	0010-801-6502-31950	35.00	TRANSLATION SERVICES		305644	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

12

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						35.00
BSN SPORTS (DBA)	0010-801-6502-31150	1,279.64	RECREATION SUPPLIES		305645	1,279.64
CANON SOLUTIONS AMERICA, INC	0092-801-4209-37500	267.33	COPIER MAINTENANCE		305646	267.33
WEN HUI CHEN	0159-701-0159-07010	45.00	REFUND-RECREATION CLASS		305647	45.00
CITY LASER SERVICE	0010-801-1101-39250	107.80	PRINTER MAINTENANCE		305648	
	0010-801-6502-31950	187.40	PRINTER MAINTENANCE		305648	295.20
CMI, INC.	0010-801-3113-38400	209.24	POLICE SUPPLIES		305649	209.24
COME LAND MAINTENANCE COMPANY	0178-801-6502-38250	263.00	JANITORIAL SERVICE		305650	
	0010-801-3113-38250	1,958.33	JANITORIAL SERVICE	16-0073	305650	2,221.33
DELL MARKETING LP	0010-801-1704-24150	46.55	COMPUTER/SUPPLIES		305651	46.55
JAMES DIEP	0010-701-0010-07630	29.00	REFUND-RECREATION CLASS		305652	29.00
DISCOUNT SCHOOL SUPPLY	0010-801-6506-22750	748.60	DAY CARE SUPPLIES		305653	748.60
DEAN N EDDOW	0159-801-6507-31910	517.25	INSTRUCTOR-RECREATION CLASS		305654	517.25
EMPIRE CLEANING SUPPLY	0010-801-6001-22150	473.28	JANITORIAL SUPPLIES		305655	
	0010-801-6503-22150	104.64	JANITORIAL SUPPLIES	16-0123	305655	
	0010-801-6502-22150	373.33	JANITORIAL SUPPLIES	16-0123	305655	
	0010-801-3113-38250	233.90	JANITORIAL SUPPLIES		305655	
	0010-801-6001-22150	237.82	JANITORIAL SUPPLIES		305655	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

13

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						1,422.97
FEDERAL EXPRESS CORP.	0010-701-0010-06330	113.60	CARRIER SERVICES		305656	113.60
FEDERAL SIGNAL CORPORATION -EMERG.	0060-801-4211-38400	134.43	FLEET REPAIR		305657	
	0060-801-4211-38400	116.74-	FLEET REPAIR-CREDIT		305657	17.69
FOOTHILL FIRE PREVENTION	0010-801-3205-39300	75.00	FIRE MEMBERSHIP		305658	75.00
FORD OF MONTEBELLO	0060-801-4211-23500	84.06	FLEET PARTS-UNIT 032		305659	
	0060-801-4211-23500	51.75	FLEET PARTS-UNIT 038		305659	135.81
CHAI FOSTERLING	0159-801-6507-31910	378.55	INSTRUCTOR-RECREATION CLASS		305660	378.55
THE GALE GROUP	0010-801-6002-40500	4,590.16	LIBRARY DATABASE SUBSCRIPTIONS	16-0122	305661	4,590.16
GARFIELD MEDICAL CENTER	0010-801-3113-22600	24.00	PHYSICAL		305662	24.00
STEPHEN GIOVANAZZI	0136-801-3101-33250	507.15	POST TRAINING		305663	
	0010-801-3103-22310	652.72	POLICE UNIFORM		305663	1,159.87
GOVCONNECTION INC.	0010-801-3103-22750	189.07	COMPUTER SUPPLIES		305664	189.07
GRAND PRIX TIRE & AUTO CENTER	0060-801-4211-23500	527.56	FLEET TIRES-UNIT 092	16-0030	305665	527.56
TONY GRBAC	0159-801-6507-31910	1,857.75	INSTRUCTOR-RECREATION CLASS		305666	1,857.75
GRM INFORMATION MANAGEMENT	0010-801-1301-31950	49.00	STORAGE SERVICES	16-0109	305667	
	0010-801-1301-31950	36.17	STORAGE SERVICES	16-0109	305667	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

14

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
GRM INFORMATION MANAGEMENT	0010-801-1301-31950	640.00	STORAGE SERVICES	16-0108	305667	725.17
SAMUEL JIE GUO	0159-801-6507-31940	6,096.00	INSTRUCTOR-RECREATION CLASS		305668	6,096.00
H & H AUTO PARTS WHOLESALE	0060-801-4211-23500	129.95	FLEET PARTS-UNIT 978		305669	
	0060-801-4211-23500	96.23	FLEET PARTS-UNIT 921		305669	
	0060-801-4211-23500	96.23	FLEET PARTS-UNIT 999		305669	
	0060-801-4211-23500	89.38	FLEET PARTS-UNIT 891		305669	
	0060-801-4211-23500	28.50	FLEET PARTS		305669	
	0060-801-4211-23500	234.96	FLEET PARTS-CREDIT		305669	
	0060-801-4211-38410	29.43	FLEET PARTS-UNIT 039		305669	234.76
HAROLD'S KEY SHOP, INC.	0060-801-4211-38400	14.99	KEY/LOCK SERVICES		305670	14.99
HENSLEY LAW GROUP	0010-801-1601-31600	20,000.00	LEGAL-GENERAL SERVICES	16-0086	305671	
	0010-801-1702-31600	1,238.00	LEGAL-CODE ENFORCEMENT	16-0081	305671	
	0075-450-0075-09201	1,624.00	LEGAL-MARKET PLACE (TRUST)	16-0081	305671	
	0010-801-1601-31600	258.20	LEGAL-CHAN	16-0081	305671	
	0010-801-1601-31600	25,475.16	LEGAL-VILLA GARFIELD	16-0081	305671	
	0010-801-1601-31600	435.00	LEGAL-BEDFORD	16-0081	305671	
	0880-801-2207-31600	463.00	LEGAL-DIAZ	16-0081	305671	
	0010-801-1601-31600	174.00	LEGAL-CA DEPT OF FINANCE	16-0081	305671	
	0010-801-1601-31600	174.00	LEGAL-GENERAL LITIGATION	16-0081	305671	49,841.36
HERTZ VEHICLES	0010-701-0010-03630	80.00	REFUND PARKING CITATION		305672	80.00
SONJA HOLLADAY	0159-801-6507-31910	3,437.25	INSTRUCTOR-RECREATION CLASS		305673	
	0159-801-6507-31910	1,932.70	INSTRUCTOR-RECREATION CLASS		305673	5,369.95

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

15

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
HOME DEPOT CREDIT SERVICES	0010-801-6508-39860	210.75	HARDWARE SUPPLIES	16-0119	305674	
	0075-450-0075-09082	285.14	HARDWARE SUPPLIES (TRUST)		305674	
	0075-450-0075-09082	168.43	HARDWARE SUPPLIES (TRUST)		305674	
						664.32
INNOVATIVE INTERFACES, INC.	0010-801-6003-38400	38,112.00	LIBRARY DATA SERVICE	16-0146	305675	
	0075-450-0075-08260	7,500.00	LIBRARY DATA SERVICE (TRUST)	16-0146	305675	
						45,612.00
INTER VALLEY POOL SUPPLY	0010-801-6503-23050	245.90	POOL CHEMICALS		305676	
	0010-801-6503-23050	245.90	POOL CHEMICALS		305676	
	0010-801-6503-23050	718.24	POOL CHEMICALS		305676	
	0010-801-6503-23050	649.34	POOL CHEMICALS		305676	
						1,859.38
IP LEARNING CENTER	0159-801-6507-31910	722.25	INSTRUCTOR-RECREATION CLASS		305677	
						722.25
IZZY FLORES JR.	0136-801-3101-33250	270.25	POST TRAINING		305678	
						270.25
JAYVEE DANCE (DBA)	0159-801-6507-31910	219.75	INSTRUCTOR-RECREATION CLASS		305679	
						219.75
JOHN L. HUNTER & ASSOC., INC.	0184-801-4208-31950	1,487.50	USED OIL PROGRAM		305680	
						1,487.50
GABRIELA KASANJIAN	0159-801-6507-31910	168.35	INSTRUCTOR-RECREATION CLASS		305681	
						168.35
KEYSER MARSTON ASSOCIATES INC.	0880-801-2207-31950	560.00	AFFORDABLE HOUSING SERVICES		305682	
						560.00
KNIGHT COMMUNICATIONS INC	0010-801-1301-38400	497.17	SYSTEM MANAGEMENT SERVICE		305683	
	0010-801-1404-38400	464.96	SYSTEM MANAGEMENT SERVICE		305683	
	0043-801-1404-38400	548.29	SYSTEM MANAGEMENT SERVICE		305683	
	0092-801-1404-38400	714.97	SYSTEM MANAGEMENT SERVICE		305683	
	0010-801-1701-38400	376.67	SYSTEM MANAGEMENT SERVICE		305683	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

16

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
KNIGHT COMMUNICATIONS INC	0010-801-1702-38400	376.67	SYSTEM MANAGEMENT SERVICE		305683	
	0010-801-1703-38400	376.67	SYSTEM MANAGEMENT SERVICE		305683	
	0010-801-1801-38400	733.75	SYSTEM MANAGEMENT SERVICE		305683	
	0010-801-3115-38400	1,282.50	SYSTEM MANAGEMENT SERVICE		305683	
	0010-801-3201-38400	897.50	SYSTEM MANAGEMENT SERVICE		305683	
	0022-801-4202-38400	524.08	SYSTEM MANAGEMENT SERVICE		305683	
	0092-801-4210-38400	386.75	SYSTEM MANAGEMENT SERVICE		305683	
	0060-801-4211-38400	1,716.66	SYSTEM MANAGEMENT SERVICE		305683	
	0043-801-4212-38400	552.92	SYSTEM MANAGEMENT SERVICE		305683	
	0092-801-4220-38400	1,628.33	SYSTEM MANAGEMENT SERVICE		305683	
	0131-801-6001-38400	853.33	SYSTEM MANAGEMENT SERVICE		305683	
	0010-801-6502-38400	1,110.83	SYSTEM MANAGEMENT SERVICE		305683	
	0010-801-3115-38400	25,700.00	SYSTEM MANAGEMENT SERVICE	16-0089	305683	
	0010-801-3115-31700	10,762.50	SYSTEM MANAGEMENT SERVICE	16-0090	305683	
						49,504.55
KNOWLES-MCNIFF	0010-801-1404-31700	783.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0043-801-1404-31700	3,850.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0092-801-1404-31700	3,908.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0010-801-3115-31700	599.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0010-801-3220-31700	209.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0092-801-4221-31700	989.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0093-801-4226-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0093-801-4227-31700	259.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0093-801-4228-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0093-801-4229-31700	199.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0093-801-4231-31700	265.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0093-801-4232-31700	212.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
	0010-801-6001-31700	803.00	FINANCE SOFTWARE MAINTENANCE	16-0131	305684	
						12,500.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

17

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
LAWN MOWER CORNER/KNG POWER EQUIPME	0060-801-4211-23500	72.99	FLEET REPAIR/SUPPLIES	16-0010	305685	72.99
RACHEL LEE	0010-701-0010-03630	40.00	REFUND PARKING CITATION		305686	40.00
LEXIPOL LLC	0160-801-3101-39400	3,150.00	POLICE POLICY SUBSCRIPTION	16-0128	305687	8,550.00
	0160-801-3101-39350	5,400.00	POLICE POLICY SUBSCRIPTION	16-0128	305687	
HANS J LIANG	0010-801-1101-11100	80.00	MAYOR'S EXPENSES		305688	200.00
	0092-801-1101-11100	60.00	MAYOR'S EXPENSES		305688	
	0043-801-1101-11100	60.00	MAYOR'S EXPENSES		305688	
LINCOLN EQUIPMENT INC.	0010-801-6503-22300	100.65	POOL SUPPLIES		305689	1,145.34
	0010-801-6503-22300	277.58	POOL SUPPLIES		305689	
	0010-801-6508-39860	698.67	POOL SUPPLIES		305689	
	0010-801-6503-31150	68.44	POOL SUPPLIES		305689	
LIXULI LIU	0010-701-0010-03630	53.00	REFUND PARKING CITATION		305690	53.00
LOS ANGELES COUNTY SHERIFF'S DEPART	0010-801-3113-22600	594.30	PRISONER MEALS	16-0127	305691	594.30
MACONDO ICE, INC.	0075-450-0075-09082	160.00	SPECIAL OLYMPICS (TRUST)		305692	160.00
MAE Y. PANG	0159-801-6507-31910	456.75	INSTRUCTOR-RECREATION CLASS		305693	456.75
MAK FIRE PROTECTION ENGINEERING & C	0010-701-0010-06330	6,571.00	FIRE PLAN CHECK	16-0110	305694	6,571.00
MARILYNN'S UNLIMITED PRINTING	0010-801-1101-22670	1,301.25	CITY COINS		305695	
	0010-801-1101-22670	516.66	CITY COINS		305695	
	0010-801-1801-34100	849.36	CITY MUGS		305695	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

18

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						2,667.27
MAS MODERN MARKETING, INC.	0010-801-3120-22750	415.30	POLICE-EDUCATIONAL SUPPLIES		305696	415.30
MICHAEL BAKER INTERNATIONAL, INC.	0447-801-1701-31950	5,489.11	GARFIELD TRANSIT VILLAGE SVCS	16-0156	305697	5,489.11
MOORE MEDICAL CORP	0075-450-0075-09082	813.36	AQUATIC-SAFETY SUPPLIES (TRUST)		305698	813.36
PETER MORRIS	0159-801-6507-31910	115.70	INSTRUCTOR-RECREATION CLASS		305699	115.70
NEC BUSINESS NETWORK SOLUTIONS	0010-801-3104-38400	1,765.92	PHONE LINE MAINTENANCE		305700	1,765.92
NED R HEALY & CO	0060-801-4211-23500	365.48	FLEET SUPPLIES	16-0033	305701	365.48
NET TRANSCRIPTS INC.	0010-801-3104-31950	61.69	POLICE TRANSCRIPTION SERVICES		305702	206.96
	0010-801-3104-31950	145.27	POLICE TRANSCRIPTION SERVICES		305702	
LEE O NORRIS	0010-801-3103-22310	321.69	POLICE UNIFORMS		305703	321.69
OFFICE DEPOT INC.	0010-801-1703-21350	8.70	OFFICE SUPPLIES	16-0048	305704	
	0010-801-1701-21350	152.38	OFFICE SUPPLIES	16-0048	305704	
	0010-801-1704-21250	88.27	OFFICE SUPPLIES		305704	
	0010-801-1704-21250	31.44	OFFICE SUPPLIES		305704	
	0010-801-1704-21350	47.81	OFFICE SUPPLIES		305704	
	0142-801-6005-21350	81.73	OFFICE SUPPLIES		305704	
	0010-801-6001-21350	4.46	OFFICE SUPPLIES		305704	
	0010-801-6001-21350	13.92	OFFICE SUPPLIES		305704	
	0010-801-6001-21350	10.89	OFFICE SUPPLIES		305704	
	0131-801-6002-21350	35.29	OFFICE SUPPLIES		305704	
	0010-801-6001-21350	62.30	OFFICE SUPPLIES		305704	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

19

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
OFFICE DEPOT INC.	0010-801-1101-39250	3.61	OFFICE SUPPLIES		305704	
	0010-801-1101-39250	44.67	OFFICE SUPPLIES		305704	
	0010-801-1101-39250	26.97	OFFICE SUPPLIES		305704	
	0010-801-1704-21350	60.70	OFFICE SUPPLIES		305704	
	0010-801-1703-21350	108.99	OFFICE SUPPLIES		305704	
	0010-801-1703-21350	108.99-	OFFICE SUPPLIES-CREDIT		305704	
	0010-801-6502-21350	125.34	OFFICE SUPPLIES		305704	
	0010-801-6502-21350	276.39	OFFICE SUPPLIES		305704	
	0010-801-6502-21350	12.07	OFFICE SUPPLIES		305704	
	0010-801-6502-21350	58.01	OFFICE SUPPLIES		305704	
	0010-801-6502-21350	44.40	OFFICE SUPPLIES		305704	
	0010-801-1101-39250	51.16	OFFICE SUPPLIES		305704	
	0010-801-1703-21350	51.52	OFFICE SUPPLIES	16-0048	305704	
	0010-801-1702-21350	4.76	OFFICE SUPPLIES	16-0048	305704	
	0010-801-6001-21350	54.88	OFFICE SUPPLIES		305704	
	0010-801-6006-22450	141.45	OFFICE SUPPLIES		305704	
	0010-801-6001-21350	59.60	OFFICE SUPPLIES		305704	
	0010-801-6001-21350	65.93	OFFICE SUPPLIES		305704	
						1,618.65
OFFICE SOLUTIONS	0010-801-1703-21350	22.30	OFFICE SUPPLIES	16-0046	305705	
	0010-801-1301-21350	36.48	OFFICE SUPPLIES	16-0117	305705	
						58.78
PARKHOUSE TIRE, INC.	0060-801-4211-38400	889.76	FLEET TIRES-UNIT 952		305706	
	0060-801-4211-23500	1,092.32	FLEET TIRES-UNIT 019		305706	
						1,982.08
PAYKE GYMNASTIC ACADEMY	0159-801-6507-31910	306.85	INSTRUCTOR-RECREATION CLASS		305707	
						306.85
PBS ENGINEERS, INC.	0010-701-0010-06100	1,681.00	PLAN CHECK	16-0002	305708	
						1,681.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

20

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
BRIAN PFLUGHOFT	0010-801-3103-22310	301.52	POLICE UNIFORMS		305709	301.52
PRUDENTIAL OVERALL SUPPLY	0060-801-4211-22300	25.32	UNIFORMS		305710	
	0060-801-4211-22300	25.32	UNIFORMS		305710	
	0060-801-4211-22300	25.32	UNIFORMS		305710	
	0060-801-4211-22150	22.26	SHOP RAGS		305710	
	0010-801-3210-22150	13.76	SHOP RAGS		305710	
	0060-801-4211-22150	22.26	SHOP RAGS		305710	
	0060-801-4211-22150	13.76	SHOP RAGS		305710	
	0060-801-4211-22150	22.26	SHOP RAGS		305710	
	0010-801-3210-22150	13.76	SHOP RAGS		305710	184.02
PUI SHEUNG YUK (DBA) YACA EDUCATION	0159-801-6507-31910	972.40	INSTRUCTOR-RECREATION CLASS		305711	972.40
R. M. BODY SHOP	0060-801-4211-38450	2,937.34	FLEET REPAIR	16-0080	305712	2,937.34
RAINBOW ART	0159-801-6507-31910	441.15	INSTRUCTOR-RECREATION CLASS		305713	441.15
MARGARET RAMIREZ	0010-801-1301-22670	25.00	COUNCIL PRESENTATION PHOTO	16-0124	305714	25.00
JAMES ROBERT RICHARDSON	0010-701-0010-07430	17.71	REFUND BOOK		305715	17.71
NATALIE RUBIO	0159-701-0159-07010	70.00	REFUND-RECREATION CLASS		305716	70.00
RYAN LAW, RCL EDUCATION LLC	0159-801-6507-31910	1,386.00	INSTRUCTOR-RECREATION CLASS		305717	1,386.00
SAN ANDELL SWIMMING POOLS	0092-801-4222-23400	201.21	WATER SUPPLIES		305718	201.21
SAN GABRIEL VALLEY WATER CO.	0092-801-4222-36300	106.64	WATER SERVICES		305719	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

21

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
SAN GABRIEL VALLEY WATER CO.	0092-801-4222-36300	53.31	WATER SERVICES		305719	159.95
SHRED-IT LOS ANGELES	0010-801-3114-38400	238.83	DESTRUCTION SERVICES		305720	238.83
SIMPLE EXPRESSIONS (DBA)	0075-450-0075-08320	40.00	LIBRARY DOOR LETTERING (TRUST)		305721	40.00
SONG OF SONGS MUSIC STUDIO (DBA)	0159-801-6507-31910	87.15	INSTRUCTOR-RECREATION CLASS		305722	87.15
SOUTHERN CALIFORNIA LIBRARY COOPERATIVE	0010-801-6001-39300	3,000.00	LIBRARY MEMBERSHIP	16-0145	305723	3,220.00
	0075-450-0075-08250	220.00	LIBRARY MEMBERSHIP (TRUST)	16-0145	305723	
ST. THOMAS AQUINAS SCHOOL	0075-450-0075-08110	200.00	REFUND FIREWORKS DEPOSIT-TRUST		305724	200.00
STRATUS TECHNOLOGIES IRELAND, LTD	0010-801-3115-38400	3,735.00	POLICE CAD/RMS SERVER	16-0125	305725	3,735.00
SUCCESS PRINTING GRAPHICS INC	0010-801-6502-31950	610.40	AQUATIC RECEIPTS		305726	2,196.35
	0010-801-6502-31950	626.75	REGISTRATION CARD		305726	
	0010-801-6508-39860	959.20	BARNES PARK SIGN		305726	
SUPREME TROPHIES & GIFTS CO.	0010-801-1301-22750	22.89	NAME BADGES		305727	147.15
	0010-801-6508-22670	39.24	NAME BADGES		305727	
	0010-801-1101-39250	85.02	NAME BADGES		305727	
TANK SPECIALISTS OF CALIFORNIA	0060-801-4211-31950	125.00	DESIGNATED OP. SVC.		305728	250.00
	0060-801-4211-31950	125.00	DESIGNATED OP. SVC.		305728	
TEEM BUILDERS & CO INC.	0010-701-0010-06200	204.00	REFUND MINOR MODIFICATION FEE		305729	204.00

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

22

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
THOMSON REUTERS (LEGAL) INC.	0010-801-3104-39100	258.77	POLICE INFORMATION SERVICES	16-0129	305730	258.77
TIMEKEEPING SYSTEMS INC	0010-801-3113-38400	925.00	JAIL TIME KEEPING SYSTEM		305731	925.00
TOM'S CLOTHING & UNIFORMS INC	0071-801-3120-22310	83.39	UNIFORMS-D SALAZAR	16-0093	305732	
	0071-801-3120-22310	26.76	UNIFORMS-D SALAZAR	16-0093	305732	
	0071-801-3120-22310	53.96	UNIFORMS-G SIMS	16-0093	305732	
	0071-801-3120-22310	93.48	UNIFORMS-G SIMS	16-0093	305732	
	0071-801-3120-22310	21.58	UNIFORMS-G SIMS	16-0093	305732	
	0010-801-3103-22310	516.99	UNIFORMS-I FLORES	16-0093	305732	
	0010-801-3103-22310	98.10	UNIFORMS-I FLORES	16-0093	305732	
	0010-801-3103-22310	250.15	UNIFORMS-T GRANT	16-0093	305732	
	0010-801-3103-22310	98.33	UNIFORMS-H HERNANDEZ	16-0093	305732	
	0010-801-3103-22310	382.59	UNIFORMS-H HERNANDEZ	16-0093	305732	
	0010-801-3103-22310	194.08	UNIFORMS-H HERNANDEZ	16-0093	305732	
	0010-801-3103-22310	71.61	UNIFORMS-S JIMENEZ	16-0093	305732	
	0010-801-3103-22310	98.10	UNIFORMS-S JIMENEZ	16-0093	305732	
	0010-801-3103-22310	32.37	UNIFORMS-W LEON	16-0093	305732	
	0010-801-3103-22310	264.87	UNIFORMS-A MENA	16-0093	305732	
	0010-801-3103-22310	23.54	UNIFORMS-A MENA	16-0093	305732	
	0010-801-3103-22310	19.13	UNIFORMS-R MUNDER	16-0093	305732	
	0010-801-3103-22310	14.71	UNIFORMS-R MUNDER	16-0093	305732	
	0010-801-3103-22310	112.65	UNIFORMS-R MUNDER	16-0093	305732	
	0010-801-3103-22310	179.52	UNIFORMS-L NORRIS	16-0093	305732	
	0010-801-3103-22310	147.15	UNIFORMS-B ANDRUS	16-0093	305732	
	0010-801-3103-22310	155.98	UNIFORMS-D CASTELLANO	16-0093	305732	
	0010-801-3103-22310	80.44	UNIFORMS-D CASTELLANO	16-0093	305732	
	0010-801-3103-22310	525.82	UNIFORMS-B CEVALLOS	16-0093	305732	
	0010-801-3103-22310	30.95	UNIFORMS-R CONTRERAS	16-0093	305732	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

23

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
TOM'S CLOTHING & UNIFORMS INC	0010-801-3103-22310	475.05	UNIFORMS-R CONTRERAS	16-0093	305732	
	0010-801-3103-22310	19.62	UNIFORMS-R CONTRERAS	16-0093	305732	
	0010-801-3103-22310	19.62	UNIFORMS-R CONTRERAS	16-0093	305732	
	0010-801-3103-22310	57.54	UNIFORMS-R COTA	16-0093	305732	
	0010-801-3103-22310	134.40	UNIFORMS-G ESCARSEGA	16-0093	305732	
	0010-801-3103-22310	50.26	UNIFORMS-G ESCARSEGA	16-0093	305732	
	0010-801-3103-22310	73.57	UNIFORMS-R ESPARZA	16-0093	305732	
	0010-801-3103-22310	68.67	UNIFORMS-R ESPARZA	16-0093	305732	
	0010-801-3103-22310	166.77	UNIFORMS-R ESPARAZA	16-0093	305732	
	0010-801-3103-22310	387.50	UNIFORMS-R ESQUIBEL	16-0093	305732	
	0010-801-3103-22310	186.35	UNIFORMS-L NORRIS	16-0093	305732	
	0010-801-3103-22310	157.90	UNIFORMS-J ORATE	16-0093	305732	
	0010-801-3103-22310	176.58	UNIFORMS-J ORATE	16-0093	305732	
	0010-801-3103-22310	54.94	UNIFORMS-J ORATE	16-0093	305732	
	0010-801-3103-22310	243.78	UNIFORMS-B PFLUGHUFT	16-0093	305732	
	0010-801-3103-22310	55.92	UNIFORMS-E ROMO	16-0093	305732	
	0010-801-3103-22310	142.20	UNIFORMS-E ROMO	16-0093	305732	
	0010-801-3103-22310	75.05	UNIFORMS-E ROMO	16-0093	305732	
	0010-801-3103-22310	203.17	UNIFORMS-V VASQUEZ	16-0093	305732	
	0010-801-3103-22310	137.34	UNIFORMS-T WISNIEWSKI	16-0093	305732	
	0010-801-3103-22310	675.00	UNIFORMS-S WUKELICH	16-0093	305732	
	0010-801-3103-22310	250.00	UNIFORMS-G ZAMUDIO	16-0093	305732	
	0010-801-3103-22310	89.77	UNIFORMS-K AKPAWU		305732	
	0010-801-3103-22310	84.86	UNIFORMS-B PFLUGHOF		305732	
	0075-450-0075-08420	98.10	UNIFORMS-EXPLORER		305732	
	0010-801-3104-22310	123.61	UNIFORMS-F DUKE	16-0093	305732	
	0010-801-3104-22310	147.15	UNIFORMS-F DUKE	16-0093	305732	
	0010-801-3104-22310	333.54	UNIFORMS-F DUKE	16-0093	305732	
	0010-801-3104-22310	23.55	UNIFORMS-F DUKE	16-0093	305732	
	0010-801-3104-22310	117.72	UNIFORMS-G JIMENEZ	16-0093	305732	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

24

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
TOM'S CLOTHING & UNIFORMS INC	0010-801-3111-22310	300.00	UNIFORMS-W ESTRADA	16-0093	305732	
	0010-801-3112-22310	409.57	UNIFORMS-K GARLAND	16-0093	305732	
	0010-801-3112-22310	97.61	UNIFORMS-V HERRERA	16-0093	305732	
	0010-801-3112-22310	156.96	UNIFORMS-J REZA	16-0093	305732	
	0010-801-3112-22310	76.52	UNIFORMS-C MAZELIN	16-0093	305732	
	0010-801-3114-22310	409.57	UNIFORMS-O MADRAZO	16-0093	305732	
	0010-801-3114-22310	30.15	UNIFORMS-D CASEY	16-0093	305732	
	0010-801-3114-22310	25.76	UNIFORMS-L SALAZAR	16-0093	305732	9,911.92
TRANSPORTATION ENGINEERING AND PLAN	0010-801-4212-31500	4,500.00	HSIP APPLICATION SERVICES	16-0159	305733	4,500.00
TRANSTECH	0010-801-4212-31950	625.00	CAPE SEAL PREPARATION		305734	
	0010-801-4212-31500	1,687.50	MARKET PALACE		305734	2,312.50
TRINITY DIVERSIFIED INC.	0060-801-4211-38400	1,733.83	FLEET PARTS-UNIT 890		305735	1,733.83
DOROTHY TSU	0159-801-6507-31910	766.50	INSTRUCTOR-RECREATION CLASS		305736	766.50
U S ARMOR CORP	0229-801-3103-22300	1,253.50	POLICE-BULLET PROOF VEST		305737	1,253.50
U S SAFETY AND SUPPLY COMPANY	0092-801-4222-23700	19.93	WATER SUPPLIES		305738	
	0093-801-4227-23300	401.05	WATER SUPPLIES		305738	
	0092-801-4222-23700	236.24	WATER SUPPLIES		305738	657.22
UNITED RENTALS NORTHWEST INC	0010-801-6508-39720	510.20	EQUIPMENT RENTAL		305739	510.20
DOUGLAS VUONG	0159-701-0159-07010	80.00	REFUND-RECREATION CLASS		305740	80.00
DINGJIEMING WANG	0010-701-0010-03630	56.00	REFUND PARKING CITATION		305741	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

25

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						56.00
XIAODONG WANG	0159-801-6507-31940	105.00	INSTRUCTOR-RECREATION CLASS		305742	
	0159-801-6507-31910	1,115.00	INSTRUCTOR-RECREATION CLASS		305742	
						1,220.00
WARREN DISTRIBUTING, INC.	0060-801-4211-23500	14.79	FLEET PARTS-UNIT 017		305743	
	0060-801-4211-23500	35.15	FLEET PARTS-UNIT 989		305743	
	0060-801-4211-23500	87.86	FLEET PARTS-UNIT 891		305743	
	0060-801-4211-23500	115.67	FLEET PARTS-UNIT 092		305743	
	0060-801-4211-23500	45.82	FLEET PARTS-UNIT 049		305743	
	0060-801-4211-23500	16.35-	FLEET PARTS-CREDIT		305743	
	0060-801-4211-23500	15.26-	FLEET PARTS-CREDIT		305743	
	0060-801-4211-23500	183.16-	FLEET PARTS-CREDIT		305743	
						84.52
WELLS FARGO BANK, N.A.	0012-801-5102-31850	2,500.00	TRUSTEE FEE		305744	
						2,500.00
WEST COAST LIGHTS & SIRENS	0060-801-4211-38410	975.17	POLICE CAR CONVERSION-UNIT 076		305745	
						975.17
CINDY WONG	0010-701-0010-07630	33.00	REFUND-RECREATION CLASS		305746	
						33.00
VICKIE WONG	0159-701-0159-07010	175.00	REFUND-RECREATION CLASS		305747	
						175.00
WONG-CHOW, ELSIE FOON-KHAIN	0429-801-6006-22450	886.93	LIBRARY BOOKLETS, CD		305748	
						886.93
X-IGENT PRINTING, INC	0109-801-4201-39250	988.48	SPIRIT BUS SCHEDULES		305749	
						988.48
YOGA DARSANA	0159-801-6507-31910	339.15	INSTRUCTOR-RECREATION CLASS		305750	
						339.15
YVONNE BANZALI DBA DOGS LIFE 365	0159-801-6507-31910	148.40	INSTRUCTOR-RECREATION CLASS		305751	

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

26

PRINTED WARRANTS

VENDOR NAME	ACCOUNT	AMOUNT	DESCRIPTION	P.O.	CHECK #	TOTAL
						148.40
QUN ZHAO	0159-701-0159-07010	45.00	REFUND-RECREATION CLASS		305752	45.00
TOTAL FOR PRINTED WARRANTS						689,548.87

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015

27

TOTAL FOR PREPAID WARRANTS	52,194.88
TOTAL FOR PRINTED WARRANTS	689,548.87
TOTAL WARRANTS	741,743.75
TOTAL VOID CHECKS	1
TOTAL PREPAID CHECKS	39
TOTAL CHECKS PRINTED	120
TOTAL CHECKS ISSUED	159

CITY OF MONTEREY PARK
FINAL WARRANT REGISTER
COUNCIL MEETING DATE 08/19/2015
FUND SUMMARY

28

FUND	DESCRIPTION	PREPAID	PRINTED	TOTAL
0010	GENERAL FUND	26,928.75	195,867.87	222,796.62
0012	RETIREMENT FUND	0.00	2,500.00	2,500.00
0022	STATE GAS TAX FUND	920.30	524.08	1,444.38
0043	REFUSE FUND	4,316.79	408,632.11	412,948.90
0060	CITY SHOP FUND	0.00	11,713.66	11,713.66
0062	GENERAL LIABILITY FUND	11.45	0.00	11.45
0065	PAYROLL CLEARING ACCOUNT	1,239.80	0.00	1,239.80
0071	PUBLIC SAFETY IMPACT FEE FUND	0.00	279.17	279.17
0075	SPECIAL DEPOSITS FUND	2,432.12	11,309.03	13,741.15
0092	WATER FUND	7,126.97	8,571.71	15,698.68
0093	WATER TREATMENT FUND	1,359.00	1,760.05	3,119.05
0109	OPA PROPOSITION A	68.06	988.48	1,056.54
0131	LIBRARY TAX FUND	0.00	888.62	888.62
0136	POST	165.00-	777.40	612.40
0142	EL CIVIC EDUCATION GRANT	0.00	81.73	81.73
0159	RECREATION FUND	7,558.20	26,226.90	33,785.10
0160	ASSET FORFEITURE	0.00	9,025.02	9,025.02
0169	CDBG FUND	180.44	0.00	180.44
0178	PROP A - PER PARCEL GRANT	0.00	263.00	263.00
0184	USED OIL RECYCLING BLOCK GRANT	0.00	1,487.50	1,487.50
0229	BULLETPROOF VEST POLICE GRANT	0.00	1,253.50	1,253.50
0429	NURSERY RHYME APP GRANT	218.00	886.93	1,104.93
0447	MTA S GARFIELD TRANSIT VILLAGE	0.00	5,489.11	5,489.11
0880	CITY/HOUSING SPECIAL REVENUE	0.00	1,023.00	1,023.00
TOTAL		52,194.88	689,548.87	741,743.75



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: New Business
Agenda Item 6-B.

TO: The Honorable Mayor and City Council

FROM: Vincent D. Chang, City Clerk

SUBJECT: City Council Minutes

RECOMMENDATION:

It is recommended that the City Council

- (1) Approve the minutes from the regular meetings of July 15, 2015 and the minutes from the special joint meeting of July 27, 2015.
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

BACKGROUND:

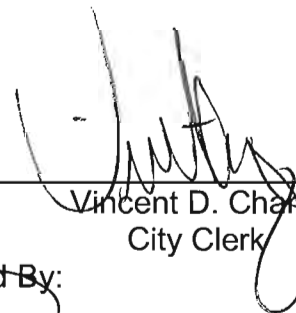
None.

FISCAL IMPACT:

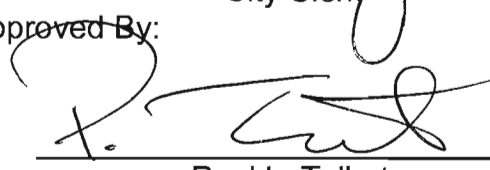
None.

Respectfully submitted,

Prepared by:



Vincent D. Chang
City Clerk

Approved By:


Paul L. Talbot
City Manager



Stephanie Montoya
Minutes Clerk

Attachments: (Regular) July 15, 2015, 2015 and (Special Joint) July 23, 2015

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
PLANNING COMMISSION
SPECIAL JOINT MEETING
JULY 27, 2015**

The City Council and Planning Commission of the City of Monterey Park held a Special Joint Meeting of the Council in Room 266, Second Floor of City Hall, located at 320 West Newmark Avenue in the City of Monterey Park, Monday, July 27, 2015 at 6:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER:

Mayor Liang called the meeting to order at 6:00 p.m.

ROLL CALL:

City Clerk Chang called the roll:

Council Members Present: Stephen Lam, Teresa Real Sebastian, Mitchell Ing, Peter Chan, Hans Liang

Council Members Absent: None.

Planning Commissioners Present: Rodrigo T. Garcia, Larry Sullivan, Ricky Choi, Margaret Leung, Lincoln Lee

Planning Commissioners Absent: None

ALSO PRESENT: City Manager Paul Talbot, City Attorney Mark Hensley, City Clerk Vincent Chang, City Treasurer Joseph Leon

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

ORAL AND WRITTEN COMMUNICATIONS / INITIAL PUBLIC COMMUNICATIONS

None.

1. AB1234 Ethics Training

Workshop presented by City Attorney Mark Hensley in accordance with Government Code §§53232, et seq.

Recommended Action: It is recommended that the City Council and Planning Commission participate in an ethics training workshop in accordance with applicable law including, without limitation, Government Code § 53232, et seq. and City Council Resolution No. 11629, adopted February 5, 2014. The workshop will focus on both legal and practical procedures needed to comply with applicable ethics laws.

Discussion: City Attorney Mark Hensley presented a Power Point Presentation of the AB1234 Ethics Training. Each participant received a certificate of completion for completing the required 2 hour training.

Action Taken: Discussion only, no action taken.

ADJOURNMENT

There being no further business for consideration, the City Council and Planning Commission meeting was adjourned at 8:00 p.m.

Vincent D. Chang
City Clerk

**MINUTES
MONTEREY PARK CITY COUNCIL
SUCCESSOR AGENCY (SA)
REGULAR MEETING
JULY 15, 2015**

The City Council of the City of Monterey Park held a Regular Meeting of the Council in the Council Chamber, located at 320 West Newmark Avenue in the City of Monterey Park, Wednesday, July 15, 2015 at 7:00 p.m.

The minutes include items considered by the City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, which dissolved February 1, 2012. Successor Agency matters will include the notation of "SA" next to the Agenda Item Number.

CALL TO ORDER:

Mayor Liang called the meeting to order at 7:00 p.m.

FLAG SALUTE:

The Monterey Park Police Explorers led the flag salute.

ROLL CALL:

City Clerk Vincent Chang called the roll:

Council Members Present: Stephen Lam, Teresa Real Sebastian, Mitchell Ing, Peter Chan, Hans Liang

Council Members Absent: None.

ALSO PRESENT: City Manager Paul Talbot, Assistant City Attorney Mark Hensley, City Treasurer Joseph Leon, Public Works Director/Assistant City Manager Ron Bow, Police Chief Jim Smith, Fire Chief Scott Haberle, Human Resources Director Tom Cody, Community and Economic Development Director Mike Huntley, Management Services Director Chu Thai, Recreation and Community Services Director Dan Costley, City Librarian Norma Arvizu, Controller Annie Yaung, Assistant City Engineer Rey Alfonso, Water Utility Manager Frank Heldman, Principle Management Analyst Amy Ho, Public Works Maintenance Manager Charles Nelson

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

None.

- 1A. PRESENTATIONS:** AIR QUALITY UPDATES PRESENTATION by South Coast Air Quality Management District (SCAQMD). Board Member Michael Cacciotti presented a PowerPoint presentation. Discussion item only.

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community

ORAL AND WRITTEN COMMUNICATIONS

- Evelyn Reyes, announced that the San Gabriel Valley Municipal Water District, water conservation grant, would fund a Landscaping Workshop to educate residents about various water conserving methods for landscaping.
- Sally Zhu, owner of BJ's Party Supplies and Ambassador of the Monterey Park Chamber of Commerce, invited the residents to the Monterey Park Night Market on July 17 and 18, 2015.
- Jim Smith, Monterey Park Police Chief, reminded the community to join him on August 4, 2015 from 6-8 p.m. in front of City Hall for "National Night Out," Against Crime.
- Richard Hollingsworth, a volunteer at the Sierra Vista Park Community Center, spoke about his concerns regarding the Community Center's operating hours being limited and potentially closing down. This may affect some of the classes that are held there.
- Patricia Mendoza, requested the City Council's assistance to get help on a case regarding a fatal traffic accident that occurred in the City of Monterey Park, which resulted in the death of her nephew.
- Minnie Nekata, spoke about the airplanes that fly over Monterey Park and San Gabriel, and complained that they are low, noisy and disruptive to residents.

2. SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA)

CONSENT CALENDAR:

None.

NEW BUSINESS

2A. WARRANT REGISTER FOR SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF JULY 15, 2015

It is required that the City Council (acting on behalf of the Successor Agency) approve all disbursements. Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 285-285.

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency, approved payment of warrants and adopted Resolution No. SA-97 of the Successor Agency to the former Monterey Park Redevelopment Agency allowing certain claims and demands per warrant register dated July 15, 2015 totaling \$66.06 and specifying the funds out of which the same are to be paid.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Chan, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

Resolution SA-97, entitled:

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY (SA) ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 15TH DAY OF JULY 2015 TOTALING \$66.06 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

2B. SUCCESSOR AGENCY INVESTMENT REPORT AS OF JUNE 2015

In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates of maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months.

As of June 30, 2015 invested funds for the Successor Agency of the City of Monterey Park is as follows: Successor Agency (SA) Savings= \$5,632,653.63, Successor Agency (SA) Checking=\$165,857.67, Successor Agency (SA) RORF= \$184,659.00, Total = \$5,983,170.30

Action Taken: The City Council acting on behalf of the Successor Agency of the former Monterey Park Redevelopment Agency received and filed the monthly investment report.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Lam, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

This is the end of Successor Agency (SA) items.

3. CITY OF MONTEREY PARK CONSENT CALENDAR: None.

4. PUBLIC HEARING

4A. CONSIDERATION OF COSTS RESULTING FROM ABATING WEED NUISANCES AND AUTHORIZING COLLECTION VIA THE TAX ROLL

On February 4, 2015, the City Council adopted Resolution No. 11715 declaring that weeds growing upon and in front of certain properties in the City are public nuisances and directing that the County abate such nuisances. On March 4, 2014, the City Council held a protest hearing and subsequently approved the Weed Abatement Declaration List as posted by the County.

The County of Los Angeles Department of Agriculture Commissioner and Weights and Measures submitted the annual Weed Abatement Charge List to the City of Monterey Park for abating noxious or dangerous weeds and rubbish. Confirmation of the List by the City Council will authorize the Agricultural Commission/Weights and Measure to place abatement costs resulting from the County's efforts onto the tax roll. It should be noted that these charges are from work performed by the County of Los Angeles during Fiscal Year 2014-2015.

The County mailed notices before February 1, 2015 to the recorded owner of each parcel included in the declaration list declaring that their parcel is an existing, future or "potential" hazard. The County advised the owners that it considered a parcel a future or potential hazard if the parcel is not completely landscaped or irrigated and there is a potential for weed growth.

Action Taken: The City Council (1) opened the public hearing at 7:59 p.m. to receive verbal and documentary testimony regarding nuisance abatement costs, and closed the public hearing at 7:59 p.m. with no registered speakers; and (2) adopted Resolution No. 11756 approving Weed Abatement Clearance Charge List and authorizing collection of such costs through the property tax rolls.

Motion: Moved by Mayor Pro Tem Chan and seconded by Council Member Real Sebastian, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan, Liang
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

Resolution No. 11756, entitled:

A RESOLUTION CONFIRMING THE ITEMIZED WEED ABATEMENT CHARGE LIST OF WEED ABATEMENT COSTS AND DIRECTING THE LOS ANGELES COUNTY AGRICULTURAL COMMISSIONER TO COLLECT THESE COSTS THROUGH PROPERTY TAX BILLINGS

4B. CONSIDERATION OF FEES AND CHARGES FOR MISCELLANEOUS PUBLIC SERVICES

The City Council considered proposed fees since it first opened this public hearing in April. As was discussed since that time, staff will be bringing the various fees forward

on a department-by-department basis. On August 5, 2015, staff will provide a resolution for City Council consideration to adopt all of the fees - both the existing (unchanged) fees and those new (or increased) fees provided to the City Council during the public hearing process. All of the City's fees will then be included in one Master Fee Schedule that would be adopted by the City Council resolution. This will avoid the current inefficient method of having fees adopted by various resolutions; all of the fees will be in one place.

Fee calculations, reasoning, and the underlying public policies for fees were discussed in previous staff reports addressing each City Department's fee proposals. The most recent staff report from the meeting of July 1st is included for reference.

Included with this agenda item are proposed fees for the Recreation and Community Services Department. As noted for other fees, much has changed in the 12 years since the City conducted its last comprehensive rate study. Staffing, compensation, technology, and user demand all led to a recommended fee adjustment.

Public Speakers:

- Walter Beaumont, Commissioner of the Monterey Park's Recreation and Parks Commission, spoke in support of the fee increases and 99.5% subsidy.

Action Taken: The City Council (1) reopened the continued public hearing at 8:10 p.m. to take public testimony; (2) reviewed and filed a fee schedule for the Recreation and Community Services Departments; and (3) continue public hearing to the next City Council Meeting on August 5, 2015.

5. UNFINISHED BUSINESS:

None.

6. NEW BUSINESS

6A. WARRANT REGISTER FOR THE CITY OF MONTEREY PARK OF JULY 15, 2015

This item was heard after Item No. 6I.

It is required that the City Council approve all disbursements. Disbursements will be made from the funds referenced in the attached Resolution in Warrants numbered 305041-305299.

Action Taken: The City Council approved payment of warrants and adopted Resolution No. 11757 allowing certain claims and demands per Warrant Register dated July 15, 2015 Totaling \$1,206,865.87 and specifying the funds out of which the same are to be paid.

Motion: Moved by Mayor Pro Tem Chan and seconded by Mayor Liang, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

Resolution No. 11757, entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTEREY PARK, CALIFORNIA ALLOWING CERTAIN CLAIMS AND DEMANDS PER WARRANT REGISTER DATED 15TH DAY OF JULY 2015 TOTALING \$1,206,865.87 AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID

6B. INVESTMENT REPORT AS OF JUNE 2015

As of June 30, 2015 invested funds for the City of Monterey Park is \$80,081,042.77.

Action Taken: The City Council received and filed the monthly investment report.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Lam, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

6C. NOTICE TO INTENT TO WITHDRAW FROM THE LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (LA-RICS)

In 2009, the City of Monterey Park became a member of the Los Angeles Regional Interoperable Communication System (LA-RICS). The primary goal was to participate in the development and implementation of a modern, integrated wireless voice and data communications system that would support first responders and other critical personnel. The construction and operational costs for which Monterey Park would be obligated to pay is substantial and many significant questions remain in the work plan and the final costs. Therefore, staff is requesting City Council consideration to opt out of the Los Angeles Regional Interoperable Communications System Joint Powers Agreement.

Action Taken: The City Council approved and adopted Resolution No. 11758 exercising the City's option to withdraw the City's membership in the Los Angeles Regional Interoperable Communications System (LA-RICS) Joint Powers Agreement (JPA) and authorizing the City Manager to provide the LA-RICS JPA written notice of the City of Monterey Park's withdrawal from the LA-RICS JPA.

Motion: Moved by Mayor Pro Tem Chan and seconded by Mayor Liang, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

Resolution No. 11758, entitled:

A RESOLUTION EXERCISING THE CITY OF MONTEREY PARK'S OPTION TO WITHDRAW THE CITY'S MEMBERSHIP IN THE LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (LA-RICS) JOINT POWERS AGREEMENT (JPA) AND AUTHORIZING THE CITY MANAGER TO PROVIDE THE LA-RICS WRITTEN NOTICE OF THE CITY OF MONTEREY PARK'S INTENT TO WITHDRAW FROM THE LA-RICS JPA

6D. 2013 STATE HOMELAND SECURITY GRANT PROGRAM – COST SAVINGS PROJECTS/DEOBLIGATED FUNDING AWARD

The City of Monterey Park Fire Department was awarded de-obligated/cost saving project monies from the 2013 State Homeland Security Grant Program on June 9, 2015. The grant performance deadline for project completion and expenditure of these monies was June 30th. As per Resolution No. 11740 adopted by the City Council on May 6, 2015, staff is reporting back to the City Council the type of money obtained and the project details for which this award was received.

Action Taken: The City Council 1) received and filed report; and 2) adopted Resolution No. 11759 to amend Resolution No. 11740, to allow the use of general funds not to exceed 25 percent of the grant award, as amended in Section 2, sentence 2 of the resolution and revised verbiage as follows, "General fund monies may only be used in the event additional funds are needed to complete a priority project to ensure 100% grant fund expenditures; such monies are available in the City's current fiscal year budget; and the monies do not exceed 25% of the grant award or maximum of \$25,000, whichever is lower."

Motion: Moved by Mayor Liang and seconded by Mayor Pro Tem Chan, motion carried by the following vote:

Ayes: Council Members: Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: Lam
Abstain: Council Members: None

Resolution No. 11759, entitled:

A RESOLUTION AMENDING RESOLUTION NO. 11740, SECTION 2(B) TO AUTHORIZE THE USE OF GENERAL FUNDS TO ENSURE 100% COMPLETION OF GRANT PROJECTS

6E. EXTENSION OF STREET SWEEPING AGREEMENT WITH ATHENS SERVICES

The street sweeping agreement with Athens Services will expire on August 31, 2015. Staff recommends that the City Council approve a two-year extension to extend the agreement to August 31, 2017. In doing so, the street sweeping agreement would coincide with the expiration of the solid waste contract.

Action Taken: The City Council (1) approved a second amendment to the Street Sweeping Agreement with Athens Services to extend the contract for another two years, as amended to waive the Consumer Price Increase (CPI) fees and directed staff against bundling services during the Request for Proposal process; and (2) authorized the City Manager to execute the amendment, in a form approved by the City Attorney.

Motion: Moved by Council Member Real Sebastian, and seconded by Mayor Liang motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Chan, Liang
Noes: Council Members: Ing
Absent: Council Members: None
Abstain: Council Members: None

EXTENSION OF COUNCIL MEETING

Action Taken: The City Council approved to extend the meeting to 11:30 p.m.

Motion: Moved by Mayor Liang and seconded by Council Member Ing, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Chan, Liang
Noes: Council Members: Ing
Absent: Council Members: None
Abstain: Council Members: None

6F. CITY COUNCIL CHAMBERS - AUDIO VISUAL UPGRADE

During the course of the year, the City Council Chambers are used for approximately 24 City Council meetings, 24 Planning Commission meetings, 12 Recreation and Parks Commission meetings, etc., as well as numerous hearings and training sessions; the need to provide clear & concise visual presentations for policy makers and the public continues to grow. The preliminary meetings between staff and potential vendors have focused on the following distinct improvements:

1. Increase the size of the screen on the west wall from 72" x 96" to approximately 72"x116".
2. Add another approximate 72"x116" screen on the northeast wall, behind the City Council members, with a projector installed in the ceiling.
3. Add a third ceiling projector for the screen on the north wall (behind the City Manager's and City Attorney's seats).

4. Upgrade the sound system (microphones, speakers, media connections)
5. Upgrade the electronic voting system.

Action Taken: The City Council adopted Resolution No. 11760 authorizing advertisement of the Audio Visual Upgrade project for the City Council Chambers.

Motion: Moved by Mayor Pro Tem Chan and seconded by Mayor Liang, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan, Liang
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

Resolution No. 11760 entitled:

A RESOLUTION APPROVING THE DESIGN AND PLANS FOR THE CITY COUNCIL CHAMBERS AUDIO VISUAL UPGRADE PURSUANT TO GOVERNMENT CODE § 830.6 AND ESTABLISHING A PROJECT PAYMENT ACCOUNT

6G. WATER MAIN REPLACEMENTS IN NORTHEAST AREA - AWARD OF CONTRACT

On April 15, 2015 the City Council approved solicitation of bids for the Water Main Replacements in the Northeast Area Project. Bid opening occurred on July 2, 2015. Following the bid opening, Big Ben, Inc., was determined to be the apparent lowest responsible bidder. The Engineer's estimate for this project is \$4,750,000.

Action Taken: The City Council (1) awarded the contract for the Water Main Replacements in the Northeast area, to the lowest bidder, Big Ben Inc. of Irvine, in the amount of \$4,351,420.00 (Base Bid plus Additive Alternate Bids); (2) authorized the Public Works Director to approve construction change orders up to ten percent of construction contract amount for this project; and (3) authorized the City Manager, or designee, to execute the contract on behalf of the City.

Motion: Moved by Mayor Pro Tem Chan and seconded by Mayor Liang, motion carried by the following vote:

Ayes:	Council Members:	Lam, Real Sebastian, Ing, Chan, Liang
Noes:	Council Members:	None
Absent:	Council Members:	None
Abstain:	Council Members:	None

6H. AWARD CONTRACT TO JOHN L. HUNTER & ASSOCIATES FOR STORM WATER PROGRAM IMPLEMENTATION

John L. Hunter Associates has provided consultant services to the City since 1995. The proposed contract would allow the company to provide professional services for implementing the City's Storm Water Program.

Action Taken: The City Council (1) awarded the Storm Water Program Implementation contract to John L. Hunter & Associates; and (2) authorized the City Manager to execute an agreement, in a form approved by the City Attorney, with John L. Hunter & Associates.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Lam, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

6I. PUBLIC EMPLOYEES MEDICAL AND HOSPITAL CARE ACT (PEMHCA) RESOLUTIONS APPROVING THE TRANSITION AND PARTICIPATION OF CITY STAFF AND ELECTED OFFICIALS INTO THE CALPERS MEDICAL PLAN (EMPLOYMENT AND RETIREMENT) POOL BEGINNING JANUARY 1, 2016

This item was heard before Item No. 5 Unfinished Business.

In 2004, the City of Monterey Park ended its participation in the CalPERS medical plans. For the past eleven years, the City's employees and elected officials have been provided with "stand alone" medical plans brokered by Wells Fargo Insurance Services. These medical plans have seen substantial increases in the past three years. Consequently, City staff recommends returning to the CalPERS plans as the CalPERS Medical Plan Pool offers medical plans at substantially reduced costs for the City and the employees and elected officials.

In order to implement this transition, staff has met and conferred with the eight (8) employee associations to negotiate MOU changes to establish a two-tier retired medical contribution for new hires starting in 2016. This will assist the City with addressing its future unfunded other post-employment benefits (OPEB) liabilities.

As a result, the summary of this recommended change is:

- Employees and retirees begin with CalPERS Medical Plans effective January 1, 2016.
- Employees will realize a total savings of approximately \$430,000 annually.
- The City will realize savings of approximately \$150,000 annually.
- The City will reduce future unfunded retire medical OPEB liabilities.

Public Speaker:

- David Barron, former City Clerk of City of Monterey Park, spoke in support of providing adequate medical care plans for the elected officials.

Action Taken: The City Council (1) adopted the Public Employees Medical and Hospital Care Act (PEMHCA)

Resolution No. 11761- Police Officers Association (POA),

Resolution No. 11762 - Police Officers Mid-Management Association (POMMA)

Resolution No. 11763 - Police Officers Captain Association (POA-Captains)

Resolution No. 11764 - Fire Fighters Association (FFA)

Resolution No. 11765 - Professional Chief Officers Association (PCOA)
Resolution No. 11766 - General Employees SEIU Association
Resolution No. 11767 - Mid-Management Association
Resolution No. 11768 - Confidential Employees Association
Resolution No. 11769 - Executive Group
for the 9 bargaining groups with the City as well as the Executive Management Group
but not including elected officials.

Motion: Moved by Mayor Liang and seconded by Mayor Pro Tem Chan, motion
carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

Resolution No. 11761 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND
HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND
ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Resolution No. 11762 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND
HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND
ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Resolution No. 11763 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND
HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND
ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Resolution No. 11764 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND
HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND
ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Resolution No. 11765 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND
HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND
ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Resolution No. 11766 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND
HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND
ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Resolution No. 11767 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Resolution No. 11768 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Resolution No. 11769 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

Action Taken: The City Council adopted the Public Employees Medical and Hospital Care Act (PEMHCA) Resolution No. 11770 for elected officials; and (2) selected Option 2 for medical coverage, including retirement medical coverage for elected officials listed within this staff report, which allows the current elected officials to participate in current CalPERS Health Plans, but to ensure that future elected officials cannot be eligible for the retiree medical.

Motion: Moved by Council Member Real Sebastian and seconded by Council Member Ing, motion carried by the following vote:

Ayes: Council Members: Lam, Real Sebastian, Ing, Chan, Liang
Noes: Council Members: None
Absent: Council Members: None
Abstain: Council Members: None

Resolution No. 11770 entitled:

ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION

RECESSED AND RECONVENED

The City Council recessed at 10:00 p.m. and reconvened with all council members present at 10:10 p.m.

7. COUNCIL COMMUNICATIONS AND MAYOR/COUNCIL AND AGENCY MATTERS

Council Member Lam, Mayor Pro Tem Chan, and Mayor Liang reported that they attended the Independent Cities Association conference in San Diego, California with City Manager Talbot, where they discussed important issues such as economic development, city management, the drought, and the Enhanced Infrastructure Financing District (EIFD). Council Member Ing, Council Member Real Sebastian, Mayor Pro Tem Chan, and Mayor Liang all attended the Monterey Park 4th of July Celebration at Barnes Park. Council Member Real Sebastian announced that she attended the Southern California Association of Governments (SCAG) meeting. She

also reminded the community about the MPK Night Market on July 17-18 and wished her husband, Armen, a Happy 17th Anniversary. Council Member Ing had nothing to report. Mayor Pro Tem Chan reported that he and Mayor Liang also attended the Tree Memorial on July 14, 2015, to honor former Council Member David and Cici Lau. He also invited the community to the MPK Night Market and a Special Olympics Dinner with the German team at Luminaries restaurant. Mayor Liang shared that the visit by Salvador Abud Mirabent, the Mayor of our Sister City Morelia, Mexico went very well, and he will be traveling to Morelia during the upcoming week.

8. CLOSED SESSION

None.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 11:30 p.m.

Vincent D. Chang
City Clerk



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: **New Business
Agenda Item 6-C.**

TO: The Honorable Mayor and City Council
FROM: Joseph Leon, City Treasurer
SUBJECT: Monthly Investment Report – July 2015

RECOMMENDATION: It is recommended that the City Council:

- (1) Receive and file the monthly investment report; and
- (2) Take such additional, related, action that may be desirable.

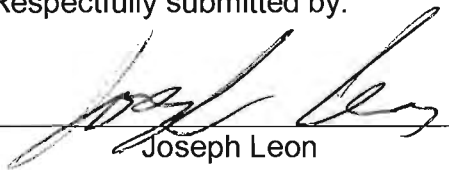
EXECUTIVE SUMMARY:

As of July 31, 2015 invested funds for the City of Monterey Park is \$72,514,875.28.

BACKGROUND:

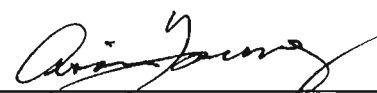
In accordance with the City's Investment Policy, a monthly investment report is presented to the City Council showing the types of investments, dates of maturities, amounts of deposits, rates of interest, and the current market values for securities with maturity more than 12 months.

Respectfully submitted by:



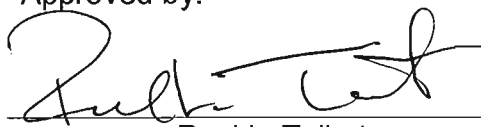
Joseph Leon
City Treasurer

Prepared by:



Annie Yaung, CPFO
Controller

Approved by:



Paul L. Talbot
City Manager



Chu Thai
Director of Management Services

**CITY OF MONTEREY PARK
INVESTMENT REPORT
AS OF JULY 31, 2015**

INSTITUTION NAME	PURCHASE DATE	MATURITY DATE	INTEREST RATE	% OF PORTFOLIO	AMOUNT
INVESTMENTS:					
CERTIFICATES OF DEPOSIT ⁽²⁾					
AMERICAN PLUS BANK	12/02/13	12/02/15	0.80%		140,000.00
ASIAN PACIFIC NATIONAL BANK	03/04/15	03/04/16	1.05%		200,000.00
CATHAY BANK	08/14/14	08/14/15	0.80%		100,000.00
CATHAY BANK	10/07/14	10/07/15	0.80%		150,000.00
EAST WEST BANK	11/10/14	11/10/15	1.14%		250,000.00
EVERTRUST BANK	11/10/14	11/12/15	0.90%		100,000.00
EVERTRUST BANK	10/07/14	10/08/15	0.80%		150,000.00
FIRST CHOICE BANK	08/07/14	08/10/15	0.80%		240,000.00
FIRST GENERAL BANK	08/15/13	08/15/15	1.00%		240,000.00
PREFERRED BANK	06/06/15	06/06/16	1.05%		100,000.00
PREFERRED BANK	03/03/15	03/03/16	0.85%		140,000.00
TOMATO BANK, N.A.	03/04/15	03/04/16	0.90%		100,000.00
TOMATO BANK, N.A.	02/04/15	02/04/16	0.80%		140,000.00
ROYAL BUSINESS BANK	06/24/15	06/23/16	0.80%		250,000.00
BEAL BANK USA	12/18/13	12/16/15	0.60%		240,000.00
GE CAPITAL RETAIL BANK	09/13/13	09/13/16	1.05%		240,000.00
CAPITAL ONE BK USA	01/22/15	01/23/17	0.70%		240,000.00
DISCOVER BANK	05/13/15	05/15/17	0.95%		240,000.00
GOLDMAN SACHS BANK USA	04/10/13	10/13/15	0.65%		240,000.00
AMERICAN EXPR CENT BANK	09/19/13	09/19/16	1.10%		240,000.00
BLUE HILLS BANK	05/30/14	05/30/17	<u>0.95%</u>		<u>240,000.00</u>
TOTAL CDs (21)		Average	0.840%	5.49%	<u>3,980,000.00</u>
BANK OF THE WEST SAVINGS		ON DEMAND	0.190%	0.05%	<u>35,306.88</u>
LA COUNTY TREASURY POOL		ON DEMAND	0.740%	93.69%	<u>67,938,984.39</u>
LOCAL AGENCY INVESTMENT FUND		ON DEMAND	0.330%	0.77%	<u>560,584.01</u>
TOTAL INVESTMENTS				100.00%	<u>\$ 72,514,875.28</u>
BANK BALANCE: ⁽¹⁾					<u>\$ 2,169,736.84</u>
AVERAGE MATURITY DAYS					16
AVERAGE INTEREST RATE FOR THE MONTH					0.745%
THE CITY'S INVESTMENT HAS SUFFICIENT LIQUIDITY TO MEET THE CITY'S EXPENDITURE REQUIREMENTS FOR THE NEXT 180 DAYS. THE 180-DAY LIQUIDITY DISCLOSURE IS REQUIRED PER GOVERNMENT CODE 53646.					
THERE HAVE BEEN NO VARIANCES TO THE INVESTMENT POLICY.					
CERBT STRATEGY 1 ONE YEAR PERFORMANCE RETURN AS OF 6/30/2015:			<u>-0.11%</u>		

(1) Bank balance is maintained to cover outstanding warrants and payroll checks as well as compensated balances.

(2) Interest paid monthly



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-D.

TO: The Honorable Mayor and City Council
FROM: Joseph Leon, City Treasurer
Annie Yaung, Controller
SUBJECT: 2014-2015 Annual Investment Report

RECOMMENDATION: It is recommended that the City Council:

- (1) Receive and file the 2014-15 Annual Investment report;
- (2) Adopt the City's Investment Policy; and
- (3) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City's Investment Policy requires an annual investment report and a statement of investment policy to be submitted to the City Council for review within 60 days of the fiscal year-end. The attached annual report shows that all investment activities during 2014-15 were conducted according to the City's Investment Policy.

BACKGROUND:

The City Investment Policy was created in 1989 to establish guidelines for investment operations (including City of Monterey Park, Monterey Park Public Financing Authority, and Monterey Park Housing Authority). The investment priorities are in the order of safety, liquidity, and yield. The Policy establishes allowable investments and the maximum maturity for each. The allowable investments include U.S. Treasury securities, State LAIF, LA County pooled investment fund, certificates of deposit, bankers' acceptances, mutual funds and money market mutual funds, federal agency securities, commercial papers, and collateralized savings funds. Additionally, the Policy prescribes an internal control system, which delineates duties and responsibilities for City personnel handling investment operations.

The City's investment operations are under the direction of the City Treasurer. The City's Investment Policy provides the creation of a Treasury Committee, which is comprised of the City Treasurer, City Manager, Director of Management Services, and the Controller to implement the Investment Policy and related procedures. Annually, the recommended changes for the City's investment policy are presented to the City Council for approval.

Investment Activities – City

All investment activities during 2014-15 were made according to the Policy. During the year, funds were invested in the Local Agency Investment Fund, certificates of deposits, bank collateralized savings account, and LA County Pooled Investment Fund.

Local Agency Investment Fund (LAIF) was created by statute in 1977. It is a pooled investment program for local agencies and special districts to participate. LAIF is managed by the State and investment securities are purchased in accordance with the Government Code Sections 16430 and 16480.4. Funds invested with LAIF are backed 100% by the State and can be withdrawn with a 24-hour notice without penalty. LAIF has 2,488 participants and \$21.5 billion in its portfolio. As of June 30, 2015, the City has \$560,584.01 invested with LAIF.

Certificates of Deposits (CD) Certificates of Deposits are time deposits with banks or savings and loans. Federal Depository Insurance Corporation (FDIC) insures each depositor up to \$250,000. The City invests CDs with California State or nationally chartered financial institutions. As of June 30, 2015, the City has twenty-one CDs (see Exhibit A).

Bank Collateralized Savings Account The bank collateralized savings (aka money market savings account) is a Public Funds savings account that is collateralized in accordance with Government Code § 53652. All California public depository accounts are collateralized 110% and pooled under the California Local Agency. As of June 30, 2015 the City has \$35,301.48 invested with the Bank of the West savings.

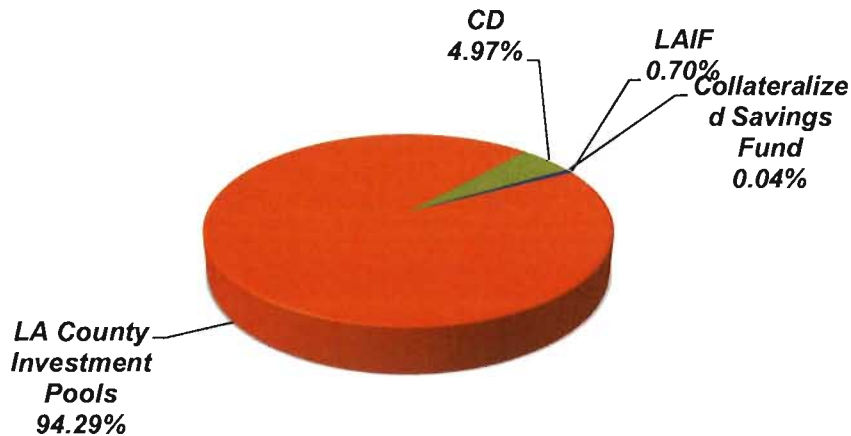
Los Angeles County Pooled Investment Fund (LACPIF) allows local agencies in the County of Los Angeles to deposit excess funds in the Los Angeles County Treasury Pool for the purpose of investment by the Treasurer and Tax collector of the County. The interest rate for the City's LACPIF account earned one of the highest interest among all City's investments. As of June 30, 2015, the City has \$75.4 million invested with LACPIF.

Investment Composition

The City invests its idle cash from all operating funds on a pooled basis to maximize returns. Earnings are allocated to each fund based on the average cash balance. Total investment balance for the City as of June 30, 2015 was \$80,014,869.

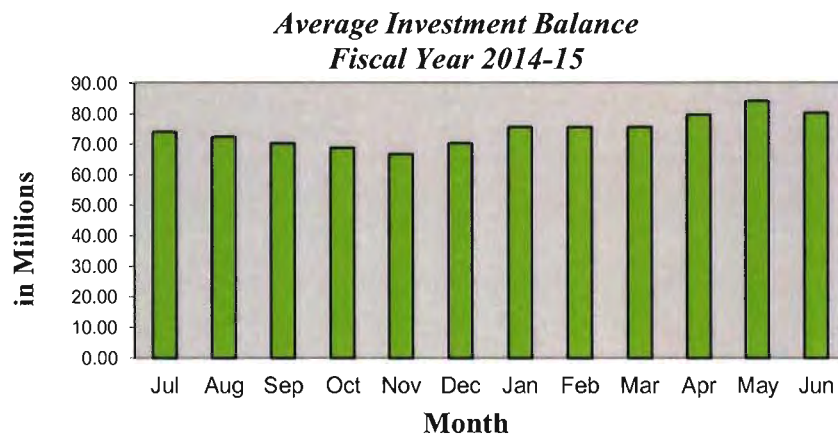
<u>Instruments</u>	<u>Balance</u>	<u>Interest Rate</u>	<u>Maturity</u>
LAIF	\$ 560,584	0.29%	1-day
LACPIF	75,438,984	0.74%	1-day
CDs	3,980,000	0.60% - 1.10%	8/15 - 6/16
Collateralized Savings Funds	35,301	0.19%	1-day
Total	<u>\$ 80,014,869</u>		

City Investment



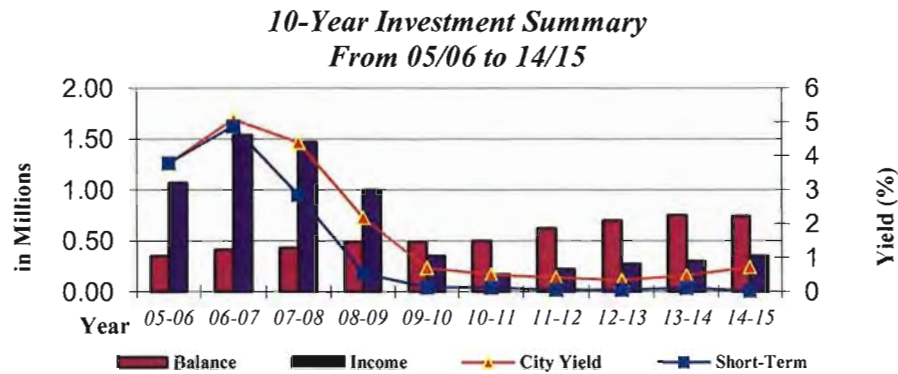
Investment Balance

Timing of revenue collections, such as property tax, business licenses, and franchise tax, affects the monthly investment balance during the year. In 2014-15, monthly investment varied from \$67 million to \$84 million. The average balance was \$74 million.



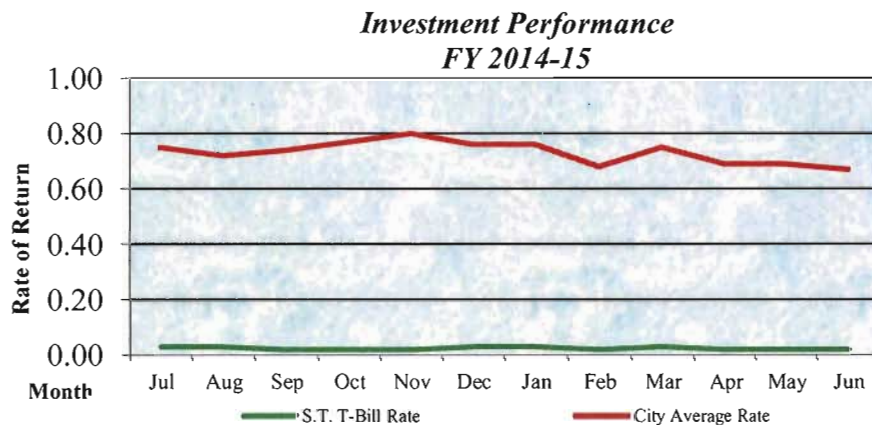
10-Year City Investment Summary

The chart below shows the City's investment balance, interest income, yield, and the short-term investment rate during the past 10 years (for the purpose of comparison, short-term investment rate shown is the three-month treasury bill rate). The City's average investment yield has exceeded the three-month treasury yield in each of the past 10 years.



Investment Performance

The 2014-15 interest earning for the City was approximately \$347,000 and the average yields were 0.73%. The City invested 0.70% of its funds into local government investment pools (LAIF), 94.29% into Los Angeles County Pooled Fund (LACPIF), 0.04% into the bank collateralized savings funds, and 4.97% into certificates of deposits, which all can be effective mechanisms for obtaining liquidity, diversified portfolios, and competitive yields. Specifically, this year, the better performance from the investment in the County pooled funds has provided the City higher investment earnings. The following graph exhibits City investment rates vs. the three-month T-bill rates for 2014-15.



Investment Policy

The City's investment policy provides the ideal framework to itemize investment alternative, to detail the benefits and risks of these alternatives, and to recommend the maximum percentage allocation, the selection process, the risk framework and the allowable maturities of the investment alternatives. This Investment Policy is intended to provide guidelines for the prudent investments of the City funds and to outline the policies for maximizing the efficiency of the City's cash management system. For 2015-16, we recommend minor amendments in a few paragraphs in the policy to achieve the efficiency of the City's investment functions while safeguarding its assets.

The vast majority of public-sector cash management operations are governed by state laws and provisions that determine the type of investment product and manner in which the City

manages its funds. Moreover, the City's allowable investments are more conservative and restricted than those of the state types.

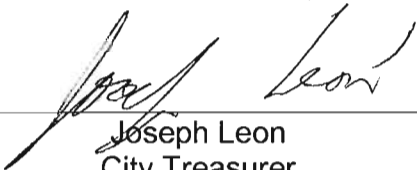
Investment Policy Certification Award

The City has always received recognition from the Municipal Treasurers' Association (MTA) of United States & Canada for Investment Policy Certification. The certification award represents the highest level of investment policy guidelines and confirms that the City's investment operations, as guided by the Investment Policy, effectively safeguard its capital while providing operating liquidity and market-rate earnings. MTA recommends re-certification of the investment policy every three years to ensure the policy contains updated practices and/or laws pertaining to investment. The latest certification award was received in March 2014.

Conclusion

For the Fiscal Year 2015-2016, the Committee will seek permitted investment instruments according to the investment policy, and take a balanced approach consistent with the guidelines of safety, liquidity, and yield as established by the Council adopted Investment Policy. The ultimate goal is to enhance the economic status of the City while protecting its assets.

Respectfully submitted by:




Joseph Leon
City Treasurer

Prepared by:



Annie Yaung, CPFO
Controller

Approved by:

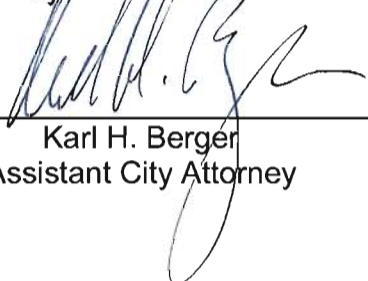


Paul L. Talbot
City Manager



Chu Thai
Director of Management Services

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENT 1

Exhibit A

EXHIBIT A**CITY OF MONTEREY PARK
CERTIFICATES OF DEPOSIT**

INSTITUTION NAME	PURCHASE DATE	MATURITY DATE	AMOUNT	INTEREST RATE
INVESTMENTS:				
AMERICAN PLUS BANK	12/02/13	12/02/15	140,000	0.80%
ASIAN PACIFIC NATIONAL BANK	03/04/15	03/04/16	200,000	1.05%
CATHAY BANK	08/14/14	08/14/15	100,000	0.80%
CATHAY BANK	10/07/14	10/07/15	150,000	0.80%
EAST WEST BANK	11/10/14	11/10/15	250,000	1.14%
EVERTRUST BANK	11/10/14	11/12/15	100,000	0.90%
EVERTRUST BANK	10/07/14	10/08/15	150,000	0.80%
FIRST CHOICE BANK	08/07/14	08/10/15	240,000	0.80%
FIRST GENERAL BANK	08/15/13	08/15/15	240,000	1.00%
PREFERRED BANK	06/06/15	06/06/16	100,000	1.05%
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TOMATO BANK, N.A.	02/04/15	02/04/16	140,000	0.80%
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BEAL BANK USA	12/18/13	12/16/15	240,000	0.60%
GE CAPITAL RETAIL BANK	09/13/13	09/13/16	240,000	1.05%
CAPITAL ONE BANK USA	01/22/15	01/23/17	240,000	0.70%
DISCOVER BANK	05/13/15	05/15/17	240,000	0.95%
GOLDMAN SACHS BANK USA	04/10/13	10/13/15	240,000	0.65%
AMERICAN EXPR CENT BANK	09/19/13	09/19/16	240,000	1.10%
BLUE HILLS BANK	05/30/14	05/30/17	240,000	0.95%
Total CDs			\$ 3,980,000.00	

ATTACHMENT 2

Investment Policy

CITY OF MONTEREY PARK INVESTMENT POLICY

I. PURPOSE

This Statement is intended to provide guidelines for prudent investment of the City's temporary idle cash (including City of Monterey Park, Monterey Park Public Financing Authority, and Monterey Park Housing Authority) and outline the policies for maximizing the efficiency of the City's cash management system. The ultimate goal is to enhance the economic status of the City while safeguarding its assets.

The Investment Policy is in conformance with the California State Government Code Sections 53600 et seq. However, to meet the City's needs, the investment parameters set forth in the City's policy are more conservative than those allowed by the State Code.

II. SCOPE

The policy shall direct the investment of the City's temporarily idle monies for all funds that are accounted for in the City's Comprehensive Annual Financial Report, including the general fund, special revenue funds, fiduciary funds, and proprietary funds. Employee deferred compensation, long-term debt proceeds and reserves held by a Trustee and invested pursuant to contractual agreement, or retirement investments held by a trustee (such as CalPERS) are not managed by the City and are not subject to the City's Investment Policy.

The policy shall also direct all investments related to the Monterey Park Public Financing Authority and the Monterey Park Housing Authority. For purposes of investments made for the Monterey Park Public Financing Authority and the Monterey Park Housing Authority, all references made to the City Treasurer shall also mean the appointed Treasurer(s) of each respective entity.

III. INVESTMENT OBJECTIVES

Criteria for selecting investments and the order of priority are:

1. **Safety**: The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. Safety of Principal is the foremost objective of the City's investment program. To attain this objective, the City will select only those investments that seek to ensure the preservation of capital in the overall portfolio and to mitigate credit risk and market risk.
2. **Liquidity**: This refers to the ability to "cash in" at any moment in time with a minimal chance of losing principal or interest. Liquidity is an important investment quality, especially when the need for unexpected funds occurs. The objective is to remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated within one-hundred and eighty (180) days.
3. **Yield**: Yield is the potential dollar earnings an investment can provide, also referred to as the rate of return. The objective is to attain a rate of return that equals or exceeds the yield for the three-month Treasury Bill.

IV. TREASURY COMMITTEE

The Policy provides for the creation of a Treasury Committee ("The Committee"). The Committee is comprised of the City Treasurer, the City Manager, the Director of Management Services, and the City Controller. The Committee shall meet periodically and perform the following:

- Development and implementation of investment policy
- Development and implementation of investment procedures to establish internal controls, investment reporting, recordkeeping, accounting and processes for movement of funds
- Formulation of investment strategy
- Evaluation of financial institutions
- Development and implementation of controls to ensure compliance with the State Code and the City's Investment Policy
- Selection of investment managers, when appropriate

V. INVESTMENT PROCEDURES AND RESPONSIBILITY

- An Investment Procedures Manual is established to guide staff with day-to-day investment operations. The Manual includes procedural elements such as cash position review, investment selection, investment transaction, investment recording, and investment reporting.
- Within the constraints set forth in this policy, the City Treasurer has the authority to oversee the citywide investment operations.
- The City Council delegates to the City Treasurer, Director of Management Services, and the City Controller the authority to open new bank accounts, investment and cash management accounts, and other credit enhancement products, close bank accounts, investment and cash management accounts, and sign all documents related thereto.
- The Controller is responsible for the following implementation and supervision of investment controls: approving daily investment transactions, developing the projections of the City's cash requirements for operating needs, reviewing the liquidity position of the investment portfolio, ensuring that the citywide cash position is consistent with operating requirements, preparing appropriate investment reports for review by the Committee, and developing, implementing and monitoring controls over investments.
- The Senior Accountant and the Account Clerk assist the Controller in the report preparation, execution of and recordkeeping for investment transactions.

ETHICS AND CONFLICTS OF INTEREST

VI. ALLOWABLE INVESTMENTS

- All investments shall conform to the California State Government Code Sections 53600 et. Seq. and this investment policy.
- See the list of allowable investments in the matrix provided in Attachment A. It should be noted that any newly developed derivative of an allowable investment that is not specifically mentioned in the policy must be recommended by the City Treasurer for inclusion in the policy and any

amendments to the policy must be submitted to the City Council for approval.

VII. SELECTION OF FINANCIAL INSTITUTIONS AND DEALERS

- The Treasury Committee shall maintain an approved list of primary dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule) and government-sponsored investment pools. The Committee will review and amend the approved list periodically to ensure that the institutions continue to meet the selection criteria.
- A copy of the City's Investment Policy shall be submitted to all dealers, investment managers and fiscal agents who manage City monies. The City shall obtain an annual certification evidencing that they (1) have reviewed the City's investment policies and objectives, (2) are familiar with the City's investment constraints and (3) have complied with the provisions contained in this policy.
- Purchases of investments shall, whenever practical, be made directly from the issuer, from a member of a federally regulated securities exchange, from a national or state-chartered bank, or from a brokerage firm.
- Only commercial banks and savings and loan associations that demonstrate financial strength and are insured by the federal government may be selected to provide investment services.
- Other financial institutions shall be selected using the following selection criteria: financial strength, reputation, area of expertise and ability to conform to the City and state-mandated investment parameters.

VIII. SAFEKEEPING AND CUSTODY

- Investments evidenced by physical or book-entry securities shall be secured through third-party custody and safekeeping procedures or under a tripartite agreement (Does not apply to insured C.D.'s, money market funds and the Local Agency Investment Fund).
- All transactions described above, where applicable, shall be executed on a delivery versus payment basis.

- The custodian shall hold assets until the investments mature or the bank receives a request from the City to dispose of the securities.
- Bearer instruments shall be held only through third-party institutions.

INVESTMENT POOLS/MONEY MARKET MUTUAL FUNDS/BANK SAVINGS FUNDS

The City will conduct a thorough investigation prior to investing in the State Local Agency Investment Fund (LAIF), the Los Angeles County Pool Investment Fund (LACPIF) and/or any money market mutual fund. Annually, LAIF, LACPIF and all mutual funds will be required to respond to an investment pool questionnaire to ensure that the criteria as qualified investment vehicles for the City remain unchanged.

IX. COLLATERALIZATION

Certificates of Deposits (CD) - The City shall require any commercial bank or savings and loan association to deposit eligible securities with an Agent of a Depository approved by the Department of State Banking to secure any uninsured portion of a non-negotiable certificate of deposit:

- The value of eligible securities as defined pursuant to Government Code Section 53651, pledged against a certificate of deposit shall be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of the face value of the CD for all other classes of security.
- Repurchase Agreements - The City requires that repurchase agreements shall be collateralized by securities authorized by this policy.
- A master repurchase agreement is required for all repurchases.
- The market value of securities which collateralize the repurchase agreement shall be valued at 102% of the funds borrowed against those securities, plus a margin. This margin shall be related to the risk inherent in the underlying securities and shall vary depending upon type of collateral and maturity dates.

- Financial Institutions shall mark the value of the collateral to market monthly and increase or decrease the collateral to satisfy the ratio requirement described above.

X. MATURITY

- The City shall not make any new investments in instruments with stated remaining maturities that exceed the terms specified in Attachment A ("Allowable Investments") at the time of purchase. Overall, all investments will be followed the City's Investment Policy.
- Maturities of investment instruments in the portfolio shall be staggered as much as practical and shall be consistent with projected cash requirements.

XI. LIQUIDITY

- All forecasted operating requirements shall be satisfied by maintaining an adequate level of liquidity in the portfolio.
- Maturities shall be selected to mature prior to or match the timing of the City's projected cash needs.
- The marketability of a security shall be an important criterion in selecting an investment.
- A liquidity base equal to the forecasted cash needs for one-hundred and eighty (180) days should be maintained whenever practical.

XII. DIVERSIFICATION

- Within the parameters established by Section III., Investment Selection Criteria, and Section VI., Allowable Investments, investments should be diversified by security type and institution.

XIII. COMPETITIVE BIDDING

- The purchase or sale of securities should be made on the basis of competitive bids. A minimum of three bids, from a list of eligible dealers and/or banks should be obtained and documented. Exceptions to this policy may be granted

by two (2) members of The Committee when competitive bids are not practical. Reasons for granting exceptions to the competitive bid process should be stated.

XIV. REPORTING

- The Treasurer shall report to the City Council on a monthly and annual basis.
- The monthly investment report submitted to the City Council will contain the following:
 - An investment inventory including types and amounts of investments, issuing financial institutions and maturities
 - Average maturity of the portfolio
 - Average total yield to maturity of the portfolio
 - Current market value of investments with maturities of more than 12 months
 - A statement indicating that the City can meet its expenditure requirements for the upcoming 180 days
 - A statement indicating that the portfolio complies with the City's Investment Policy
 - Percent of portfolio invested by type of instrument
 - Comparison of portfolio performance to the average yield rate for the three-month treasury bill
 - Written explanations for any variances to policy
- On a quarterly basis, a description of funds, investments, or programs that are under the management of contracted parties, including current market values as of the date of the report and source of valuation, shall be submitted to the City Council.
- The Annual Investment Report shall provide a summary of the year's investment activities and shall include a proposed statement of Investment

Policy to be approved by the City Council during the first sixty days of the fiscal year.

XV. PRUDENCE

- The City of Monterey Park will follow the prudent investor standard of Government Code Section 53600.3. Prudent Investor Standard: Investments shall be made with judgment and care – under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.
- Investment officers acting in accordance with this Investment Policy and written procedures and exercising due diligence shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided that deviations from expectations are reported in a timely and accurate fashion as required by this Policy and procedures and appropriate action is taken to control adverse developments.

XVI. INTERNAL CONTROLS

- Internal controls shall be established and documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, or imprudent actions by employees and officers of the City. Controls deemed most important include: separation of duties, separation of transaction authority from accounting and recordkeeping, custodial safekeeping, clear delegation of authority, specific limitations regarding securities losses and remedial action, control over wire transfers such as dual authorization, minimizing the number of authorized investment officials, documentation of transactions and strategies, and a code of ethics standard.
- The City's investment procedures Manual shall establish and maintain an internal control structure designed to ensure that the assets managed under the scope of the Policy are protected from loss, theft, or misuse. The internal control structure shall provide reasonable assurance that these objectives are met.

- As part of the City's annual audit, the City's external auditor shall review the City's investment activities to ensure compliance with the Investment Policy.

XVII. INVESTMENT GUIDELINES POLICY ADOPTION

- At the direction of the Treasurer, the City's Investment Policy shall be reviewed and updated annually by the Committee to reflect changes in the California State Codes, general market conditions or to provide further clarification of the City's policies. The Investment Policy shall be adopted by the City Council annually.

Glossary of Terminology

Allowable Investments: A list of permitted investments by investment type maintained as a component to an investment policy. Allowable investment listings will generally include descriptions or parameters for investment diversification ratios, terms of maturity, and quality ratings.

Bankers' Acceptance (BA): A draft or bill of exchange accepted by a bank or trust company. The accepting institutions guarantee payment of the bill, as well as the issuer.

BID: The price offered for securities.

Book Entry Securities: All U.S. Treasury and Federal Agencies are maintained on computerized records at the Federal Reserve; now known as "wireable" securities.

Broker: A broker brings buyers and sellers together for a commission.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit, or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

Collateralized Bank Deposits: Non-negotiable Certificate of Deposit issued by a nationally or state - chartered bank or association or a State - licensed branch or a foreign bank (insured by the federal government); Bank Collateralized Savings.

Commercial Paper (CP): An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

Cost: The purchase price of an investment.

Coupon: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on a bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment.

Credit Risk: The risk of loss of principal and interest due to failure of the security issuer or broker.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment: There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Derivatives: (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

Discount: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$ 250,000 per deposit for anyone issuer with maturity on or before 12/31/2013.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington, D.C., twelve Regional Banks and about 5,700 commercial banks that are members of the system.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

Los Angeles County Pooled Investment Fund (LACPIF): California Government Code Section 53684 allows local agencies in the County of Los Angeles to deposit excess funds in the Los Angeles County Treasury Pool for the purpose of investment by the Treasurer and Tax Collector of the County.

Local Agency Investment Pool (LAIF): The aggregate of all funds from California political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Risk: The risk that the market value and interest earnings of an investment or a portfolio will fall due to changes in general interest rates.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: A written contract covering all future transactions between the parties to repurchase--reverse repurchase agreements that establish each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer lender to **liquidate** the underlying securities in the event of default by the seller-borrower.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Par Value: The amount that will be realized upon maturity of an investment.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal

Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

Prudent Person Rule: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state-- the so called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

Qualified Public Depositories: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. Or income earned on an investment, expressed as a percentage of the cost of that investment.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

Rule 15C3-1: See Uniform Net Capital Rule.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Treasury Bills: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

Treasury Bonds: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

Treasury Notes: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15:1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Weighted Average Rate of Return: Rate of return calculated based on interest earnings and the length of actual holding for each individual security.

Yield: The rate of annual income return on an investment, expressed as a percentage. (a) INCOME YIELD is obtained by dividing the current dollar income by the current market price for the security. (b) NET YIELD OR YIELD TO MATURITY is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

Zero Coupons: Securities that have no periodic interest payments and are sold at a deep discount from face value. For the purposes of the Monterey Park Investment Policy, zero coupons reference U.S Treasury issues.

CITY OF MONTEREY PARK FINANCIAL INSTITUTIONS

Section I – Certificates of Deposit and Collateralized Bank Deposits

All California State or nationally chartered banks and savings and loans covered by the Federal Deposit Insurance Corporation.

Section II – Government Investment Pools

Local Agency Investment Fund (State of California) Investment Pools (LAIF)
Los Angeles County Pooled Investment Fund (LACPIF)

Section III – “Primary” or “Regional” Security Dealers

<u>Name</u>	<u>Address</u>
Bank of the West/BNP Paribas (City’s Servicing Bank)	300 S. Grand Avenue, 7 th Floor Los Angeles, CA 90017 (213) 972-0606
Bank of America Securities Inc.	300 S. Grand Avenue, 19 th Floor Los Angeles, CA 90071
Morgan Stanley	245 Lytton Avenue, #200 Palo Alto, CA 94301 (800) 755-8081
Multi-Bank Securities, Inc.	6 Sea Island Drive Newport Beach, CA 92660 (800) 337-3467
Wells Fargo Bank, N.A	333 S. Spring Street Los Angeles, CA 90013 (213) 972-0828
Merrill Lynch Government Securities, Inc.	350 S. Grand Avenue, 28 th Fl. Los Angeles, CA 90071 (213) 236-2047

**CITY OF MONTEREY PARK
CERTIFICATES OF DEPOSIT**

INSTITUTION NAME	PURCHASE DATE	MATURITY DATE	AMOUNT	INTEREST RATE
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CATHAY BANK	10/07/14	10/07/15	150,000	0.80%
EAST WEST BANK	11/10/14	11/10/15	250,000	1.14%
EVERTRUST BANK	11/10/14	11/12/15	100,000	0.90%
EVERTRUST BANK	10/07/14	10/08/15	150,000	0.80%
FIRST CHOICE BANK	08/07/14	08/10/15	240,000	0.80%
FIRST GENERAL BANK	08/15/13	08/15/15	240,000	1.00%
PREFERRED BANK	06/06/15	06/06/16	100,000	1.05%
PREFERRED BANK	03/03/15	03/03/16	140,000	0.85%
TOMATO BANK, N.A.	03/03/15	03/04/16	100,000	0.90%
TOMATO BANK, N.A.	02/04/15	02/04/16	140,000	0.80%
ROYAL BUSINESS BANK	06/24/15	06/24/16	250,000	0.80%
BEAL BANK USA	12/18/13	12/16/15	240,000	0.60%
GE CAPITAL RETAIL BANK	09/13/13	09/13/16	240,000	1.05%
CAPITAL ONE BANK USA	01/22/15	01/23/17	240,000	0.70%
DISCOVER BANK	05/13/15	05/15/17	240,000	0.95%
GOLDMAN SACHS BANK USA	04/10/13	10/13/15	240,000	0.65%
AMERICAN EXPR CENT BANK	09/19/13	09/19/16	240,000	1.10%
BLUE HILLS BANK	05/30/14	05/30/17	240,000	0.95%
Total CDs			\$ 3,980,000.00	

ALLOWABLE INVESTMENTS

CITY AUTHORIZED				STATE CODE		
Investment Types	Maximum % of Portfolio	Maximum Maturity	Minimum Quality	Maximum % of Portfolio	Maximum Maturity	Minimum Quality
<u>Local Agency Bonds</u> Bonds issued by the City, including bonds payable solely out of revenues from a revenue producing property owned, controlled, or operated by the City or authority of the City	None	5 years	None	None	5 years	None
<u>U.S. Treasury Obligations</u> · United States Treasury Notes, Bonds, Bills or other certificates of indebtedness backed by the US government · U.S. Treasury Zero Coupons	None	5 years	None	None	5 years	None
<u>State Obligations - CA and Others</u> Bonds, notes or other evidence of indebtedness of any local agency within this state	None	5 years	None	None	5 years	None
<u>U.S. Agency Obligations</u> Discount notes or notes issued by Agencies of the Federal Government	None	5 years	None	None	5 years	None
<u>Collateralized Bank Deposits</u> Non - negotiable Certificate of Deposit issued by a nationally or state - chartered bank or association or a State - licensed branch or a foreign bank (insured by the federal government); Bank Collateralized Savings.	None	5 years	None	None	5 years	None
Medium-term notes issued by corporations	30%	5 years	"A" or better ranking by nationally recognized rating service U.S. domiciled corporations or U.S. licensed depository	30%	5 years	"A" or better ranking by nationally recognized rating service U.S. domiciled corporations or U.S. licensed depository
<u>Local Agency Investment Fund (LAIF)</u> State of California Local Agency Investment Fund (LAIF) or other Local Government Investment Pools established by public entities	None	Not applicable	None	None	Not applicable	None

ALLOWABLE INVESTMENTS

CITY AUTHORIZED				STATE CODE		
Investment Types	Maximum % of Portfolio	Maximum Maturity	Minimum Quality	Maximum % of Portfolio	Maximum Maturity	Minimum Quality
<u>Los Angeles County Pooled Investment Fund</u> California Government Code Section 53684 allows local agencies in the County of Los Angeles to deposit excess funds in the Los Angeles County Treasury Pool for the purpose of investment by the Treasurer and Tax Collector of the County	10% of LACPIF pool balance	None	None	Not applicable	None	None
Mutual Funds and Money Market Mutual Funds	20%	Not applicable	Highest ranking by not less 2 largest rating services Have an SEC registered investment advisor with more than 5 years' experience Assets under management greater than \$500 million	20%	Not applicable	Highest ranking by not less 2 largest rating services Have an SEC registered investment advisor with more than 5 years' experience Assets under management greater than \$500 million
"Banker's acceptance"	40% of portfolio (no more than 30% in any one commercial bank)	180 days	None	40% of portfolio (no more than 30% in any one commercial bank)	180 days	None
Commercial Paper	40% of portfolio for counties, cities and other local agencies (No more than 10% of agency's money in the commercial paper of any one corporate issuer)	270 days	"A" or higher rating for issuer's debt within U.S. corporations and have assets in excess of \$500 million.	40% of portfolio for counties, cities and other local agencies (No more than 10% of agency's money in the commercial paper of any one corporate issuer)	270 days	"A" or higher rating for issuer's debt within U.S. corporations and have assets in excess of \$500 million.
Repurchase Agreements	None	1 year	None	None	1 year	None
<u>Negotiable Certificates of Deposit</u> Negotiable Certificates of Deposit issued by a nationally or State - chartered Bank, a federal association, or a State - licensed branch of a foreign - owned bank (insured by the federal government).	30%	5 years	None	30%	5 years	None

ALLOWABLE INVESTMENTS

Investment Types	CITY AUTHORIZED			STATE CODE		
	Maximum % of Portfolio	Maximum Maturity	Minimum Quality	Maximum % of Portfolio	Maximum Maturity	Minimum Quality
Financial Futures and Financial option contracts.	None	5 years	None	None	5 years	None
Reverse Repurchase Agreements and Securities Lending Agreements	20% of the base value of the portfolio	92 days	None	20% of the base value of the portfolio	92 days	None
<u>Mortgage Pass-Through Securities</u> · Mortgage-backed securities '(Corporate issued)	Not specified			Not specified		
· Diversified Management Companies	20%	5 years	"A" or better ranking by nationally recognized rating service	20%	5 years	"A" or better ranking by nationally recognized rating service



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-E.

TO: The Honorable Mayor and City Council
FROM: Tom Cody, Director of Human Resources and Risk Management
SUBJECT: Professional Service Agreement with The Advantage Group (TAG) for Retiree Health Reimbursement Account (HRA) as part of the Transition from the City's Medical Plan to CalPERS

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to execute an agreement, in a form approved by the City Attorney, with The Advantage Group (TAG) for Retiree Health Reimbursement Accounts (HRA) as part of the transition from the City's Medical Plan to PEMHCA CalPERS Medical Plans; and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The City solicited RFP proposals from three current leading firms who provide HRA services. The details of those RFP's are attached to this staff report. Staff recommends that the City Council award the RFP to the firm "The Advantage Group (TAG)" to provide retiree HRA services and authorize the City Manager to execute a multi-year contract (3-year contract with two available extensions) in a form approved by the City Attorney's Office. Staff recommends the TAG groups due to competitive pricing, local Southern California offices and the quickest promised turnaround time for claim reimbursement.

BACKGROUND:

During the City Council meeting on July 15, 2015, the City Council authorized the transition from the City's existing independent medical plans for both employees and retirees to the PEMHCA CalPERS Medical Plans starting January 1, 2016. A necessary component of this transition is the creation of Health Reimbursement Account's (HRA) for each one of the City's retirees who are currently eligible for retired medical with CalPERS.

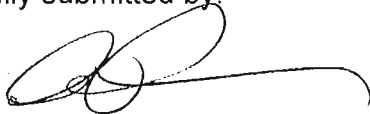
A HRA is necessary to facilitate retiree medical contributions to the City's retirees. Currently, the City pays the plan provider (i.e., Aetna, Kaiser) directly up to the contractually promised Memorandum of Understanding (MOU) contribution per employee association group as memorialized in their respective MOU's. The retiree is

then billed directly for any remaining balance of the plan choice they've made. Under the CalPERS medical plan system, CalPERS will bill the City directly for the PEMHCA minimum (\$125 in 2016) for each retiree and deduct the remaining balance of the retiree plan choice from the retirement warrant or check the retiree receives directly from CalPERS. In order to facilitate meeting the City contribution obligation, the City will deposit the remaining retiree medical contribution balance into the retirees HRA.

FISCAL IMPACT:

The fiscal impact to the City will be approximately \$11,000 annually and will be budgeted in the Human Resources and Risk Management Department budget.

Respectfully submitted by:



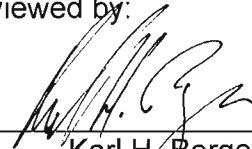
Tom Cody
Director of Human Resources &
Risk Management

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENT(S):

1. HRA RFP Summary
2. The Advantage Group Proposal

ATTACHMENT 1

HRA RFP Summary

HRA Administration Cost Summary

	Proposed TASC	Proposed The Advantage Group (TAG)	Proposed PayFlex
Effective Date: January 1, 2016			
COST COMPARISON			
Setup Fee	\$0	\$0	\$500
Monthly Admin COSTS*	\$900mo/\$10,800yr	\$900mo/\$10,800yr	\$844mo/\$10,128yr
Monthly Admin Fee	\$0	\$0	\$0
Account Mgmt Support	Dedicated Account Management - \$1200/yr.	Dedicated Account Manager	Dedicated Account Manager
Rate Guarantee	2 year	3 year	3 year
Total Cost First Year	\$12,000	\$10,800	\$10,628
Annual Renewal Fee	\$0	\$100	\$500
Ongoing Annual Fees (2nd year)	\$12,000	\$10,900	\$10,628

*Based on 225 HRA participants; and set up fees. Estimated costs do not include debit cards or other optional services

HRA Administration Benefit Summary

	Proposed TASC	Proposed The Advantage Group (TAG)	Proposed PayFlex
Printed/Mailed Enrollment Kits;	Electronic Communication Kits - No Charge	Electronic Communication Kits - No Charge	Custom Open Enrollment communications with customer logo and URL - \$150/hr.
Quarterly Statements	Electronic Communication Kits - No Charge	Online Access Available - No Charge	\$0.50/Month per Participant
Available Reimbursement Frequency	Daily, Monthly	Daily, Weekly, Monthly	Weekly, Monthly
Available Reimbursement Methods	Mailed Check or Direct Deposit	Mailed Check or Direct Deposit	Mailed Check or Direct Deposit
Prefunding of Account	Not required using Direct Pay funding arrangement	Not required, however this depends on plan funding options(s)	Not required, pay-as-you-go approach
Automatic Reimbursement available without submitting a claim	Participant does not need to submit a claim or documentation	Participant does not need to submit a claim or documentation	Participant does not need to submit a claim or documentation
Participant Support	Benefits Specialist assigned to each group	Included	Online participant portal, toll-free IVR, participant call center support offered 24/7/365
Technical Support	Included	Included	Account Manager available to assist and pull in resources from other departments if needed
Participant Setup Fee	Included	Included	There is no specific participant setup fee just the one-time plan implementation fee of \$500
USPS Postage for checks mailed	Included	Included	Included
Direct Deposit	Included	Included	Included
Reports	Included	Included	Included; Customized Reports \$150/hr.
Website Access	Included	Included	Included
Initial/Renewal Plan Document Preparation	Included	Included	Included
Plan Document Amendment	Included	Included	Included

HRA Questionnaire

	Proposed TASC	Proposed The Advantage Group (TAG)	Proposed PayFlex
Headquarters	Walnut Creek, California	Temecula, California	Nebraska, Omaha
Years in business	40 years	31 years	24 years
Live Customer Service Hours	8:00am-5:00pm PST, Monday-Friday	8:00am-5:00pm PST, Monday- Friday	8:00am-5:00pm PST, Monday- Friday
Online access	Website available	Website available	Website available
Management Reports	Included	Included	Included
Turnaround time for claims reimbursement	48 hours	24 hours	72 hours

ATTACHMENT 2

The Advantage Group Proposal



Retiree Reimbursement Account
Administration Proposal

Prepared for:

City of Monterey Park

Date:

June 1, 2015

The Advantage Group is a Full Service Enrollment and Plan Administration Agency.

(877)506-1660

www.enrollwithtag.com

How a Retiree Reimbursement Account (RRA) Works

An RRA is a deferred retirement HRA, for use exclusively in employee's retirement years for medical premiums and other qualified medical expenses.

Employers contribute notional credits to employee accounts during employment, upon retirement or post-retirement, or any combination. Upon retirement, the employee can use the credits or dollars for qualified medical expenses as defined by the employer's RRA plan document.

Typically, employer contributions accumulate during employee's working years to create a lump sum retiree allowance upon retirement (amounts often vary based on years of service, job grade, etc.)



Stay informed with text or email notifications.

Retiree Reimbursement Accounts are Flexible

An RRA can be designed in many ways

RRAs are funded by the employer and employer's set the reimbursement parameters of the plan. Employers can set qualified expenses to premium only reimbursements or define the scope of IRS 213(d) qualified expenses that can be reimbursed in their RRA plan description.

RRA Plan Design Options

- Deductible, co-pay and co-insurance
- Deductible or specific expenses only
- All uninsured medical expenses
- Premium only reimbursements



Available on iTunes® and Google play®

Using an RRA is Easy!

When establishing an HRA your company determines the amount of pre-tax dollars to contribute. As the contributions fund the plan, the money is available for participant use and is available to use for eligible expenses. Accessing account funds is easy:



SmartCard Visa Debit Card. Use it instead of cash at most medical providers and pharmacies.



Reimbursement Request. File a claim online, by fax or mail for reimbursement.



Mobile App. Use our mobile app or website to view your account information and file a claim.

Retiree Communications

Ensuring your retirees have the information they need to make the right decision for themselves and their families is essential to the success of your HRA program. We partner with you to develop appropriate communication strategies for your retirees.

Experienced, Dedicated Account Managers

Your dedicated account service manager(s) are RRA specialists responsible for maintaining the administrative duties involved with the management of your RRA plan. Experienced, professional representation and turnkey administrative technologies provide a total RRA plan solution.

Compliance Expertise

We are experts in IRS Regulations, the latest Department of Treasury guidance, and benefits program eligibility requirements so that you don't have to be. Our services are kept up-to-date for your employees, even when rules and regulations change. You can rest easy knowing that your benefits programs are in full compliance with the law.

Retiree Reimbursement Account Administration

Administration Fee: <i>includes plan documents, summary plan description, all non-discrimination testing and all annual compliance services.</i>	\$ waived
Processing Fee: <i>includes employee account management, all plan reimbursements and participant assistance.</i>	\$ 4.00 pp / per mo.
Initial Setup Fee:	\$ 0.00
Annual Renewal Fee:	\$ 100.00
Non-Discrimination Testing:	included
Total Monthly Administration: <i>based on 225 participants</i>	\$ 900.00 per month

* RRA Administration services reflect applied discounts for affiliation with a TAG Preferred Partner.

Optional HRA Services

Printed / Mailed Enrollment Kits: <i>electronic communication kits no charge</i>	included
RRA Balance Rollover:	included
Custom Reporting Requests: <i>reports are downloadable in excel format</i>	available
Quarterly Balance Statements: <i>online access available no charge</i>	\$ 1.00 each
Onsite Benefits Counselor:	available

* Optional RRA Services reflect applied discounts for affiliation with a TAG Preferred Partner.

About TAG

A Leader in Benefit Administration and Enrollment Communications

Founded in 1985, The Advantage Group (TAG) is a unique and meticulous Flexible Spending Plan, Health Reimbursement Arrangement, Employee Communication and COBRA Administrator, as well as a trusted provider of the highest quality voluntary products for the workplace. Our dedicated account service teams provide flexible administration and enrollment solutions.

Through the integration of performance based technology and dedicated client management, TAG offers administration and enrollment solutions that are as user-friendly for benefit specialists as they are for employees. Our administration and enrollment plans include:

- Consumer-Directed Spending Accounts
- Voluntary Benefit Offerings
- Commuter Benefits
- COBRA Administration
- Employee Communications

Lead by a management team with over six decades of experience in consumer-oriented benefits, TAG is proud to be a chosen provider for many leading organizations nationwide.

Headquarters:

Temecula, California

Regional Offices:

San Francisco, Seattle, Chicago



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-F.

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: MAP NO. 72544 (2015 Potrero Grande Drive) – APPROVAL OF FINAL MAP

RECOMMENDATION:

Recommendations: It is recommended that the City Council:

- (1) Adopting a resolution approving Final Map No. 72544;
- (2) Authorizing the City Manager to execute the Subdivision Improvement Agreement in a form approved by the City Attorney; and
- (3) Take such additional, related action that may be desirable.

BOARD/COMMISSION REVIEW:

On October 28th, 2014, the Planning Commission approved Tentative Map No. 72544 by Resolution No. 12-14.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

The Planning Commission, at its meeting of October 28, 2014, determined this project was categorically exempt from additional environmental review pursuant to CEQA Guidelines §§ 15315 and 15332 as a Class 15 categorical exemption (Minor Land Divisions) and Class 32 categorical exemption (Infill Development).

EXECUTIVE SUMMARY:

The final map has been reviewed by the City's consultant surveyor, Boghossian & Associates, for mathematical accuracy, survey analysis, and title information, compliance with the Subdivision Map Act, Conditions of Approval and applicable Monterey Park Municipal Code provisions. As required, new curb, gutter, sidewalk and driveway aprons will be constructed in the street right-of-way. All utility services will be placed underground, and new trees, parkway landscaping and irrigation system will be installed.

BACKGROUND:

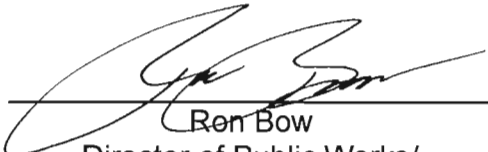
The subject development is located at 2015 Potrero Grande Drive, on the north side of the street between Greenwood Avenue and Kenton Drive. The street is 100 feet wide from property line to property line. The site is bounded by commercial areas. The development is an 80-unit condominium complex.

The subdivider has not yet finished constructing the public improvements, but is eager to record the final map. All public improvements including curb, gutter, driveway approach, sidewalk, parkway planting and irrigations along the entire frontage of the subject site still need to be constructed. The expected completion date for the public improvements is December 30, 2016. All construction will be bonded to guarantee performance, including the projected cost of completed construction for all improvements.

FISCAL IMPACT:

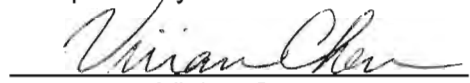
Approving the final map has no fiscal impact on the City beyond the additional property tax and sales tax this development will generate.

Respectfully submitted,



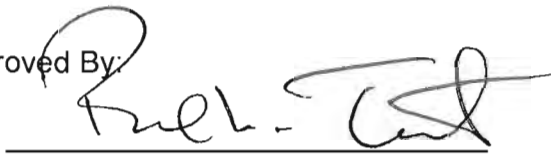
Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



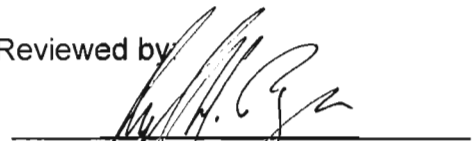
Vivian Chen
Civil Engineering Associate

Approved By:



Paul L. Talbot
City Manager

Reviewed by:



Karl Berger
Assistant City Attorney

Attachments:

1. Resolution
2. Subdivision Agreement

ATTACHMENT 1

Resolution

RESOLUTION NO.

A RESOLUTION APPROVING FINAL MAP NO. 072544 FOR AN 80-UNIT CONDOMINIUM PROJECT AT 2015 POTRERO GRANDE DRIVE.

The City Council of the City of Monterey Park does resolve as follows:

SECTION 1: The City Council finds and declares that:

- A. On August 20, 2014, Olsen Urban Housing, LLC submitted an application pursuant to Title 20 of the Monterey Park Municipal Code ("MPMC"), requesting approval of Tentative Map No. 072544 (TM-14-01) to subdivide air rights to establish and maintain an 80-unit condominium project at 2015 POTRERO GRANDE DRIVE ("Project");
- B. The City reviewed the Project's environmental impacts under the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, "CEQA") and the regulations promulgated thereunder (14 California Code of Regulations §§ 15000, *et seq.*, the "CEQA Guidelines"); and
- C. Following a public hearing on October 28, 2015, the Planning Commission adopted a resolution that, among other things, approved a tentative map for the Project with conditions.

SECTION 2: *Environmental Assessment.* The Planning Commission found that the Project was categorically exempt from the requirements of CEQA pursuant to CEQA Guidelines §§ 15315 and 15332 as a Class 15 categorical exemption (Minor Land Divisions) and Class 32 categorical exemption (Infill Development). Approving the Final Map is part of the Project reviewed by the Planning Commission on October 28, 2015. The findings and conclusions made by the Planning Commission are incorporated into this Resolution by reference.

SECTION 3: *Final Map Findings.* Based upon the entirety of the record, including, without limitation, the staff report, the City Council approves Final Map No. 072544 for the following reasons:

- A. The Final Map substantially conforms with Tentative Map No. 072544; and
- B. The Final Map substantially conforms to the MPMC and Subdivision Map Act (Government Code §§66410, *et seq.*).

SECTION 4: *Delegation of Authority; Reservations.*

- A. In accordance with MPMC § 20.20.050, the City Engineer may take appropriate action to make technical corrections to the Final Map and, thereafter, the City Clerk may forward the Final Map to the Los Angeles

County Recorder's Office for recordation.

- B. Before providing the Final Map to the City Clerk, the City Engineer must (in addition to ensuring that the Final Map meets all technical requirements of the MPMC and Subdivision Map Act) verify that the developer provided the City with (1) a subdivision improvement agreement, in a form approved by the City Attorney, to ensure the construction of all public improvements at the development; (2) a form of security approved by the City Attorney to guarantee performance under the subdivision improvement agreement.
- C. The City manager is authorized to execute the subdivision improvement agreement referenced in this Section.

SECTION 5: This Resolution will become effective immediately upon adoption and remain effective unless superseded by a subsequent resolution.

SECTION 6: The City Clerk is directed to mail a copy of this Resolution to the Applicant and to any other person requesting a copy.

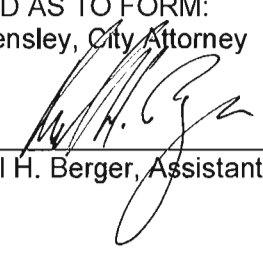
PASSED AND ADOPTED this ____ day of _____, 2015.

Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:
Mark D. Hensley, City Attorney

By: 

Karl H. Berger, Assistant City Attorney

ATTACHMENT 2

Subdivision Agreement

This Agreement may be modified by written agreement. CITY's City Manager may execute any such amendment on behalf of CITY.

28. **BINDING UPON SUCCESSORS.** The terms of this Agreement constitute a burden and benefit upon the Property. Accordingly, this Agreement will be recorded and the term will run with the Property and become binding upon SUBDIVIDER's heirs, successors and assigns.

29. **ENTIRE AGREEMENT.** This Agreement constitutes the sole agreement between SUBDIVIDER and CITY respecting the maintenance of the Property's common areas and correctly sets forth the obligations of SUBDIVIDER and CITY. There are no other understandings, terms or other agreements expressed or implied, oral or written.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF MONTEREY PARK,
a municipal corporation.

City Manager

City Council Approval: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, CITY ATTORNEY

By: _____
Karl H. Berger,
Assistant City Attorney

EXHIBIT A

Tract No. 72544

All improvements marked are included:

- (X) Public street improvements including grading, paving, curbs, gutter, sidewalks, traffic control devices, street name signs, street lights, street landscaping, and appurtenances.
- (X) Private street or driveway improvements including grading, paving, curbs, gutters, sidewalks, traffic control devices, street name signs, street lighting, landscaping, and appurtenances.
- (X) Public sanitary sewers including mains, laterals, and appurtenances.
- (X) Private sanitary sewers including mains, laterals, and appurtenances.
- (X) Domestic water supply system, including mains, service laterals, fire hydrants, and appurtenances.
- (X) Natural gas supply system including mains, service laterals, and appurtenances.
- (X) Electric power distribution system including vaults, conduits, cables, conductors, service laterals, transformers, and appurtenances.
- (X) Telephone system including vaults, conduits, cables, conductors, service laterals, and appurtenances.
- (X) Cable television system, including vaults, conduits, cables, conductors, service laterals, and appurtenances.
- (X) Public storm drains including channels, pipes, inlets, culverts, and appurtenances.
- (X) Private storm drains including swales, channels, pipes, inlets, and appurtenances.
- (X) Mailboxes.
- (X) Lot grading including land clearing, earth moving compaction, import or export of soil, and appurtenances.
- (X) Walls including retaining walls, perimeter walls, and appurtenances.

- (X) Off-street landscaping including trees, bushes, shrubs, turf, irrigation system, and appurtenances.
- () Other:

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

City Clerk
City of Monterey Park
320 W Newmark Avenue
Monterey Park, CA 91754

No fee per Government Code § 6103

SUBDIVISION IMPROVEMENT AGREEMENT

TRACT NO. 72544

THIS AGREEMENT ("Agreement") is made and entered into this ____ day of August, 2015, by and between the CITY OF MONTEREY PARK, a general law city and municipal corporation ("CITY") and Olsen Urban Housing, LLC ("SUBDIVIDER").

The Parties agree as follows:

1. **RECITALS.** This Agreement is made with reference to the following facts and objectives:

- A. SUBDIVIDER presented CITY with a final subdivision map on land identified as Tract No. 72544 ("Map").
- B. SUBDIVIDER requested that CITY approve the Map before construction and completion of improvements including, without limitation, streets, highways, public ways, grading, fences, and public utility facilities ("Improvements") which are part of or appurtenant to the subdivision ("Subdivision") identified on the Map. The Improvements must be constructed in accordance with plans and specifications on file with CITY.
- C. This Agreement is entered into in accord with the Subdivision Map Act ("Act") and applicable ordinances adopted by CITY including, without limitation, as codified in the Monterey Park Municipal Code ("MPMC").

CONSTRUCTION OF IMPROVEMENTS. At its sole cost and expense, SUBDIVIDER agrees to furnish the equipment, labor and materials necessary to complete the Improvements on the Map set forth in attached Exhibit "A," which is incorporated by reference, and such other improvements required by CITY ordinances and/or the City Council when approving the Map. All of the above work, together with appurtenances,

contingencies and engineering costs, are more particularly shown on the improvement plans for the Map.

2. **ESTIMATED COST OF IMPROVEMENTS.** The parties agree that the estimated cost of the Improvements is \$313,860.

3. **COMPLETION.** SUBDIVIDER must complete all Improvements within twelve (24) months after recording the Map or within such further time as may be granted by the City Council.

4. **COMPLETION BY CITY.** Should SUBDIVIDER fail to complete the Improvements within the time for completion, CITY, at its option, may enter onto SUBDIVIDER's property to complete the Improvements at SUBDIVIDER's cost.

5. **WARRANTY OF IMPROVEMENT PLANS.** SUBDIVIDER warrants that the plans and specifications for the Improvements comply with the tentative map approval and the master plan for the Subdivision previously approved by CITY's Planning Commission and the City Council, together with all conditions made a part of such approval(s). SUBDIVIDER further warrants that the plans and specifications can be relied upon to accomplish the improvement work covered by this Agreement in a good, workmanlike manner and in accordance with accepted construction practices. Should the plans and specifications at any time before final acceptance of the Improvements prove to be inadequate in any respect, SUBDIVIDER agrees to make such changes deemed necessary by CITY to accomplish improvement work in a good, workmanlike manner and in accordance with accepted construction practices. SUBDIVIDER further agrees to make or cause to be made such engineering, soils and other reports as may be required by CITY.

6. **CITY NOT LIABLE FOR PLANS AND SPECIFICATIONS.** CITY is not an insurer or surety for the design or construction of the Subdivision. And no CITY official, officer, or employee is liable or responsible for any claim arising during construction of the Subdivision or Improvements, unless it can be shown that such person specifically directed that the Subdivision or Improvement be accomplished in a manner contrary to the wishes and desires of SUBDIVIDER, and SUBDIVIDER filed a written objection with the City Engineer before commencing such work or Improvement.

7. **WARRANTY OF WORK.** Except for the Street, SUBDIVIDER warrants that the Improvements will be constructed in a manner consistent with CITY's specifications and the highest industry standards. Should any Improvement fail to comply with this warranty or any other provision of this Agreement within one (1) year after CITY's final acceptance, SUBDIVIDER must, without delay and without cost to CITY, repair, replace or reconstruct any defective or otherwise unsatisfactory part or parts of the Improvements. Should SUBDIVIDER fail to act promptly or in accordance with this requirement or should the exigencies of the case require repairs or replacements to be made before SUBDIVIDER can be notified, CITY may, at its option, make the necessary repairs or replacements or perform the necessary work and SUBDIVIDER must pay to

CITY the actual cost of such repairs plus fifteen percent (15%) for CITY's administrative overhead costs. This Section is not a waiver of any other right CITY may have for correcting faulty workmanship or defective materials.

8. REPAIRS AND REPLACEMENTS. SUBDIVIDER must replace/repair, as appropriate, all pipes and monuments shown on the Map destroyed or damaged by SUBDIVIDER's actions and to replace/repair, as appropriate, any property damaged or destroyed by SUBDIVIDER. Any such repair or replacement must be completed to CITY's satisfaction and approval.

9. CITY'S RIGHT OF ENTRY. SUBDIVIDER grants City a license to enter SUBDIVIDER's property to inspect the improvements constructed by SUBDIVIDER and to ensure compliance with this Agreement.

10. CONTRACT SECURITY.

- A. Concurrently with the execution of this Agreement, SUBDIVIDER must furnish:
 - i. A surety bond in an amount equal to at least one hundred percent (100%) of the estimated cost of improvements as security for the faithful performance of this Agreement;
 - ii. A separate surety bond in an amount equal to at least one hundred percent (100%) of the contract price for said improvements as security for the payment of all persons performing labor and furnishing materials in connection with this Agreement.
- B. SUBDIVIDER agrees that the form of the bonds provided by CITY are substantially similar to Government Code §§ 66499.1 and 66499.2.

11. MAINTENANCE BONDS.

- A. Except as to the Street, the bonds referred to in Section 10 will not be released until a surety bond guaranteeing the warranty requirements of Section 7 in the amount of at least ten percent (10%) of the sum shown in Section 2 is filed with CITY. The maintenance bond will be released one (1) year from the date of final acceptance of the Improvements.
- B. As to the Street, the bonds referred to in Section 11 will not be released until a surety bond guaranteeing the warranty requirement of Section 8(B) in the amount of at least one hundred ten (110%) of the sum shown in Section 3 as to the Street is filed with CITY. The maintenance bond will be released ten (10) years from the date of final acceptance of the Street.

12. PERFORMANCE BY CITY OR SURETY.

- A. Should SUBDIVIDER fail to construct the improvements in the manner and at such locations as specified within the time requirements of this Agreement, or if SUBDIVIDER is not carrying out the intent of this Agreement, CITY may serve written notice upon SUBDIVIDER and the surety on SUBDIVIDER's faithful performance bond demanding satisfactory compliance with this Agreement.
- B. Should CITY serve such written notice, CITY may do any one, or combination of, the following:
 - i. Serve written notice upon the surety on its faithful performance bond demanding satisfactory compliance with this Agreement. In such event the surety must, within five (5) days, assume control and construct the Improvements as SUBDIVIDER's successor;
 - ii. CITY may construct the improvements itself, or by contract, at SUBDIVIDER's expense on a time a materials basis. In such event, CITY may take possession of and utilize in completing improvement construction, materials, appliances, and other property belonging to SUBDIVIDER as may be on the site of the work without liability to CITY. SUBDIVIDER's surety will be liable to CITY for any excess cost of damages incurred by CITY.
- C. Nothing in this Section waives, or serves as a limitation upon, any additional remedy CITY may have under this Agreement or applicable law.

13. SURETY BOND TO INCLUDE LETTER OF CREDIT. The term "surety bond" also includes such other acceptable security, such as letters of credit or cash deposit agreements issued by responsible financial institutions, which are approved by the City Attorney. The term "surety" includes the issuer of any letter of credit or cash deposit agreement, which is acceptable to CITY as security for the performance of this Agreement. Sureties must be admitted to do business in California.

14. BEST MANAGEMENT PRACTICES. SUBDIVIDER agrees to use best management practices ("BMPs"), as that term is defined under applicable law including, without limitation, the Monterey Park Municipal Code, in constructing the improvements anticipated by this Agreement. SUBDIVIDER's failure to comply with the terms of this Section constitutes a material breach of this Agreement.

15. OWNERSHIP OF DOCUMENTS. All documents, data, studies, drawings, maps, models, photographs and reports prepared by SUBDIVIDER under this Agreement are CITY's property. SUBDIVIDER may retain copies of said documents and materials as desired, but must deliver all original materials to CITY upon CITY's written notice.

16. INDEPENDENT CONTRACTOR. CITY and SUBDIVIDER agree that SUBDIVIDER will act as an independent contractor and will have control of all work and the manner in which is it performed. SUBDIVIDER will be free to contract for similar service to be performed for other employers while under contract with CITY. SUBDIVIDER is not an agent or employee of CITY and is not entitled to participate in any pension plan, insurance, bonus or similar benefits CITY provides for its employees. Any provision in this Agreement that may appear to give CITY the right to direct SUBDIVIDER as to the details of doing the work or to exercise a measure of control over the work means that SUBDIVIDER will follow the direction of CITY as to end results of the work only.

17. CASH CHARGES. SUBDIVIDER must pay to CITY in cash such subdivision fees that are established by ordinance or by the City Council in conferring approval or extension of time to the Subdivision.

18. INDEMNIFICATION.

- A. SUBDIVIDER indemnifies and holds CITY harmless from and against any claim, action, damages, costs (including, without limitation, attorney's fees), injuries, or liability, arising out of this Agreement, or its performance. Should CITY be named in any suit, or should any claim be brought against it by suit or otherwise, whether the same be groundless or not, arising out of this Agreement, or its performance, SUBDIVIDER must defend CITY (at CITY's request and with counsel satisfactory to CITY) and indemnify CITY for any judgment rendered against it or any sums paid out in settlement or otherwise.
- B. For purposes of this section "CITY" includes CITY's officers, officials, employees, agents, representatives, and certified volunteers.
- C. The requirements as to the types and limits of insurance coverage to be maintained by SUBDIVIDER, and any approval of such insurance by CITY, are not intended to and will not in any manner limit or qualify the liabilities and obligations otherwise assumed by SUBDIVIDER pursuant to this Agreement, including, without limitation, to the provisions concerning indemnification.

19. INSURANCE.

- A. Before commencing performance under this Agreement, and at all other times this Agreement is effective, SUBDIVIDER must procure and maintain the following types of insurance with coverage limits complying, at a minimum, with the limits set forth below:

<u>Type of Insurance</u>	<u>Limits (combined single)</u>
Commercial general liability:	\$2,000,000

Professional Liability

\$2,000,000

Workers compensation

statutory requirement

- B. Commercial general liability insurance must meet or exceed the requirements of ISO-CGL Form No. CG 00 01 11 85 or 88. The amount of insurance set forth above will be a combined single limit per occurrence for bodily injury, personal injury, and property damage for the policy coverage. Liability policies must be endorsed to name CITY, its officials, and employees as "additional insureds" under said insurance coverage and to state that such insurance will be deemed "primary" such that any other insurance that may be carried by CITY will be excess thereto. Such endorsement must be reflected on ISO Form No. CG 20 10 11 85 or 88. Such insurance will be on an "occurrence," not a "claims made," basis and will not be cancelable or subject to reduction except upon thirty (30) days prior written notice to CITY.
- C. Professional liability coverage will be on an "occurrence basis" if such coverage is available, or on a "claims made" basis if not available. When coverage is provided on a "claims made basis," SUBDIVIDER will continue to renew the insurance for a period of three (3) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover SUBDIVIDER for all claims made by CITY arising out of any errors or omissions of SUBDIVIDER, or its officers, employees or agents during the time this Agreement was in effect.
- D. SUBDIVIDER must furnish to CITY duly authenticated Certificates of Insurance evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance or copies of policies as may be reasonably required by CITY from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent to at least a Rating of "A:VII." Certificate(s) must reflect that the insurer will provide thirty (30) day notice of any cancellation of coverage. SUBDIVIDER will require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

20. NOTICES.

- A. All notices given or required to be given pursuant to this Agreement will be in writing and may be given by personal delivery or by mail. Notice sent by mail will be addressed as follows:

The City
City of Monterey Park
320 W Newmark Ave
Monterey Park, CA 91754

To Subdivider
The Olsen Company
3010 Old Ranch Parkway, Suite 100
Seal Beach, CA 90740-2751

- B. When addressed in accordance with this paragraph, notices will be deemed given upon deposit in the United States mail, postage prepaid. In all other instances, notices will be deemed given at the time of actual delivery.
- C. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph.

21. COMPLIANCE WITH LAW. SUBDIVIDER will comply with all laws applicable to this Agreement including, without limitation, federal, state, and local laws requiring permitting and licenses. All such compliance will be at SUBDIVIDER's own cost.

22. CONSTRUCTION. The language of each part of this Agreement will be construed simply and according to its fair meaning, and this Agreement will never be construed either for or against either party.

23. SEVERABLE. If any portion of this Agreement is declared by a court of competent jurisdiction to be invalid or unenforceable, then such portion will be deemed modified to the extent necessary in the opinion of the court to render such portion enforceable and, as so modified, such portion and the balance of this Agreement will continue in full force and effect.

24. CAPTIONS. The captions of the paragraphs of this Agreement are for convenience of reference only and will not affect the interpretation of this Agreement.

25. WAIVER. Waiver of any provision of this Agreement will not be deemed to constitute a waiver of any other provision, nor will such waiver constitute a continuing waiver.

26. GOVERNING LAW. This Agreement has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this Agreement will be in Los Angeles County.

27. AUTHORITY/MODIFICATION. This Agreement is subject to and conditioned upon approval and ratification by the Monterey Park City Council. This Agreement is not binding upon CITY until executed by the City Manager. The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein.



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-G.

TO: The Honorable Mayor and City Council
FROM: Ron Bow, Director of Public Works/Assistant City Manager
SUBJECT: ADOPTION OF RESOLUTION NO. _____ APPROVING THE
ADOPTION OF THE 2014 UPDATED GREATER LOS ANGELES
COUNTY REGION INTEGRATED REGIONAL WATER
MANAGEMENT PLAN.

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopting Resolution No. _____ approving the 2014 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan; and
2. Taking such additional, related, action that may be desirable.

Environmental Documentation:

Adopting the 2014 Updated GLAC IRWM Plan is categorically exempt pursuant to CEQA Guidelines §§ 15262, 15306, 15307, and 15308 because it is a planning study that identifies potential projects, programs, and policies for possible future actions; and it consists of basic data and information collection and includes possible actions, subject to future adoption and approval, which would protect natural resources and the environment.

EXECUTIVE SUMMARY:

Staff is providing a resolution to adopt the 2014 Updated Greater Los Angeles County (GLAC) Region Integrated Regional Water Management (IRWM) Plan. Adopting the GLAC IRWM Plan provides the City of Monterey Park opportunities to seek grant funding under various grant programs including Proposition 84 and Proposition 1E.

Currently, the City of Monterey Park is seeking Proposition 84 funding to assist in the construction of centralized treatment and advanced oxidation project at the Delta facility. Completion of this project will improve both the reliability and efficiency of the treatment process which benefits the residents of Monterey Park and the groundwater producers in the region. The Delta facility is a critical component utilized to improve the quality of water in the San Gabriel Basin.

Adopting the GLAC IRWM Plan is a requirement by the Department of Water Resources (DWR) and State Legislators to be eligible to receive grant funding.

BACKGROUND:

The State of California Department of Water Resources (DWR) created the Integrated Regional Water Management (IRWM) Program to encourage integrated regional strategies for managing water resources and to provide funding for both planning and implementation of projects that support management of water supply, water quality, environmental interests, drought protection, flood protection, and reduction of dependence on imported water.

Agencies in the Los Angeles County area have recognized the importance of regional collaboration and integration of single purpose efforts. Agencies now regularly work across jurisdictional boundaries to implement regional projects and programs that address multiple water resource management issues including recycled water, stormwater capture, water use efficiency, and many others.

The Greater Los Angeles County (GLAC) IRWM Plan is a product of these ongoing efforts. Agencies in the area have acknowledged that integration and cost-sharing is the key to meeting the County of Los Angeles area's future water resource management challenges.

On June 21, 2011, the County of Los Angeles received one million dollars in grant funds from the DWR to update the Greater Los Angeles County Integrated Regional Water Management Plan (GLAC IRWMP). Appendix B of the 2012 IRWMP Guidelines require the governing body of each member agency of a Regional Water Management Group (RWMG) responsible for the development of an IRWM Plan to adopt the Plan by way of resolution.

DWR and State Legislators have established guidelines for the Integrated Regional Water Management Program (IRWMP) through Proposition 84 and Proposition 1E (2012 Guidelines).

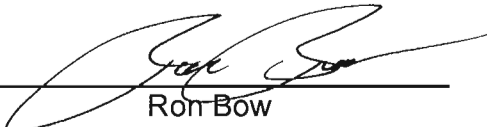
City Council was previously provided a complete copy of the 2014 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan containing 26 files on the Los Angeles Department. A hard copy for public viewing is filed with the City Clerk's office and can also be viewed on the Public Works website and at the following link:

- a. [http://www.ladpw.org/wmd/irwmp/index.cfm?fuseaction=TopDocListing&directory=RMC12-10Submittal-FinalPlan&ttl=2014 Public IRWMP Update](http://www.ladpw.org/wmd/irwmp/index.cfm?fuseaction=TopDocListing&directory=RMC12-10Submittal-FinalPlan&ttl=2014%20Public%20IRWMP%20Update)
- b. [S:\2014 IRWMP\2014 Updated Plan](#)

FISCAL IMPACT:

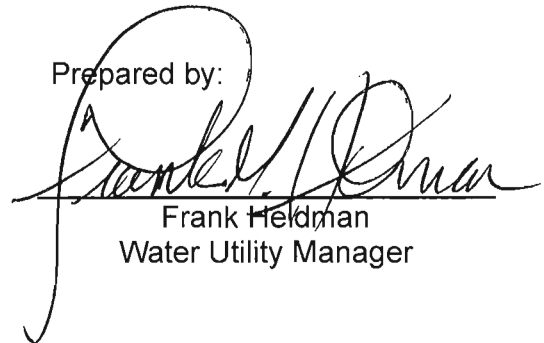
Adopting this resolution and the 2014 Updated GLAC and IRWM Plan has no budgetary impact.

Respectfully submitted by:




Ron Bow
Director of Public Works/
Assistant City Manager

Prepared by:



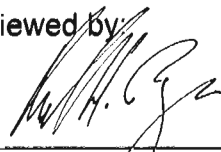
Frank Heldman
Water Utility Manager

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENT:

- 1) Resolution No _____ approving the adoption of the 2014 Updated Greater Los Angeles County Region Integrated Regional Water Management Plan
- 2) 2015 Proposal Solicitation Package

ATTACHMENT 1

Resolution

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE INTEGRATED REGIONAL
WATER MANAGEMENT PLAN PREPARED BY THE
WATERSHEDS COALITION OF LOS ANGELES COUNTY AND
AUTHORIZING THE CITY MANAGER TO EXECUTE ALL
DOCUMENTS RELATED TO SUCH PLAN.**

BE IT RESOLVED by the City Council for the City of Monterey Park as follows:

SECTION 1: The City Council find and declares as follows:

- A. The City of Monterey Park ("City"), along with other agencies in the Greater Los Angeles County Region ("GLAC") work together to implement regional projects and programs that address multiple water resources management issues including optimization of local water resources, reducing dependence on imported water supplies, stormwater management, groundwater management, water use efficiency, habitat and open space management and many others;
- B. The State of California Department of Water Resources ("DWR") created the Integrated Regional Water Management ("IRWM") Program to provide funding for the planning and implementation of regional projects which include projects that support management of water supply, water quality, drought protection and reduction of dependence on imported water and many other similar projects;
- C. Agencies participating in the IRWM Program join together to form IRWM Regions the IRWM Region serving the GLAC area is known as the GLAC IRWM group, and the GLAC IRWM group engages in regional water resources planning for the GLAC;
- D. The IRWM Program requires that a Regional Water Management Group ("RWMG") be formed to establish an IRWM Region;
- E. The Los Angeles County Flood Control District ("LACFCD") is a member of the RWMG for the GLAC IRWM and serves as the Chair of that body;
- F. DWR established program guidelines for the IRWM Program through Proposition 84 and Proposition 1E (2012 Guidelines)
- G. The RWMG for the GLAC IRWM is responsible for the preparation and adoption of an IRWM Plan and it has developed the 2014 Updated GLAC IRWM Plan to address the provisions of the 2012

Guidelines

- H. The City has projects which qualify for IRWM grants
- I. The 2012 Guidelines require recipients of IRWM grants to adopt the 2014 Updated GLAC IRWM Plan.

SECTION 2: *Environmental Review.* Adopting the 2014 Updated GLAC IRWM Plan is categorically exempt pursuant to CEQA Guidelines §§ 15262, 15306, 15307, and 15308 because it is a planning study that identifies potential projects, programs, and policies for possible future actions; and it consists of basic data and information collection and includes possible actions, subject to future adoption and approval, which would protect natural resources and the environment.

SECTION 3: *Adoption.* The City Council adopts the 2014 Updated GLAC IRWM Plan (the "Plan") and incorporates it into this Resolution as if fully set forth. While too voluminous to be included as an exhibit to this Resolution, the Plan is available for public review in the City Clerk's office.

SECTION 4: *Authorizations.*

- A. Except as may otherwise be provided by law for legislative determinations, the City manager, or designee, is authorized to act on the City's behalf in approving any alterations or modifications to the approved Plan as may be required by the Plan or applicable law.
- B. The City Manager is authorized to execute such documents related to the Plan, approved as to form by the City Attorney, that may be required for its implementation.

SECTION 5: The City Clerk is directed to certify the adoption of this Resolution.

SECTION 6: This Resolution will become effective immediately upon adoption.

PASSED AND ADOPTED this ____ day of August, 2015.

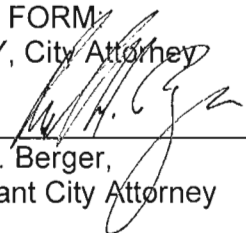
Peter Chan, Mayor

ATTEST:

Vincent D. Chang, City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By:



Karl H. Berger,
Assistant City Attorney

ATTACHMENT 2

2015 Proposal Solicitation Package



2015 Proposal Solicitation Package



Integrated Regional Water Management
Implementation Grant Program
Funded by Proposition 84
May 2015



The Natural Resources Agency
Department of Water Resources
Division of Integrated Regional Water Management

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FOREWORD

This document contains the California Department of Water Resources' (DWR) Proposal Solicitation Package (PSP) for 2015 Integrated Regional Water Management (IRWM) Grant Solicitation funded by Proposition 84 (The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006). This document details the application process, eligibility requirements, and review and scoring criteria. General information is covered in the front end of the document. This document is not a standalone document and the applicant will need to refer to the 2015 IRWM Grant Program Guidelines (2015 IRWM Guidelines) for additional information. The 2015 IRWM Guidelines can be found at the following link: <http://www.water.ca.gov/irwm/grants/p84implementation.cfm>. Potential applicants are encouraged to read both the 2015 IRWM Guidelines and this PSP prior to deciding to submit an application. The application process for this solicitation is a one-step process. All qualified interested parties are encouraged to submit a grant proposal.

Due Date

The complete application and all supporting documentation must be submitted via DWR's Grant Review and Tracking System (GRanTS) by 5:00 p.m. on August 7, 2015.

Contacts

For questions about this document, or other technical issues, please contact DWR's Financial Assistance Branch at (916) 651-9613 or by e-mail at: DWR_IRWM@water.ca.gov.

For questions and assistance regarding GRanTS, please contact the GRanTS Administration Team at (888) 907-4267 or grantsadmin@water.ca.gov.

For questions regarding Urban Water Management Plans (UWMPs), Assembly Bill (AB) 1420, or Water Meter Implementation compliance, please contact Betsy Vail at (916) 651-9667 or betsy.vail@water.ca.gov.

Website

This document as well as other pertinent information about the IRWM Program can be found at: <http://www.water.ca.gov/irwm/grants/p84implementation.cfm>.

Mailing List

In addition to the website, DWR will distribute information via e-mail. If you are not already on the IRWM contact list and wish to be placed on it, please visit <http://www.water.ca.gov/irwm/grants/subscribe.cfm>.

Tables

Electronic versions of all tables in this PSP can be found here:

<http://www.water.ca.gov/irwm/grants/p84implementation.cfm>

Grant Agreement

All applicants that are awarded funding will be required to sign a grant agreement with DWR. The 2015 IRWM Grant Solicitation agreement template will be similar to the 2014 Drought Grant Agreement which can be found at the following link:

http://www.water.ca.gov/irwm/grants/resources_contracttemp.cfm

TABLE OF CONTENTS

TOPIC	PAGE #
I. INTRODUCTION	6
II. ELIGIBILITY	6
A. ELIGIBLE GRANT APPLICANTS	6
B. ELIGIBILITY CRITERIA	6
C. ELIGIBLE PROJECT TYPES	6
III. FUNDING	7
FUNDING MATCH	7
A. REIMBURSEMENT DATE	7
IV. SCHEDULE	8
V. APPLICATION INSTRUCTIONS	8
A. WHAT TO SUBMIT – REQUIRED APPLICATION ATTACHMENTS	8
B. HOW TO SUBMIT	9
1. <i>Electronic Submittal</i>	9
2. <i>Grant Application Checklist</i>	10
3. <i>Attachment Instructions</i>	12
Attachment 1. Authorization and Eligibility Requirements	12
Attachment 2. Project Justification	17
Attachment 3. Work Plan	21
Attachment 4. Budget	22
Attachment 5. Schedule	23
Attachment 6. Program Preferences	24
Attachment 7. Disadvantaged Community Assistance	24
VI. REVIEW AND SCORING CRITERIA	25
EXHIBIT A WORK PLAN	29
EXHIBIT B BUDGET	34

LIST OF TABLES

TABLE TITLE	PAGE #
TABLE 1 – PROPOSITION 84 IRWM IMPLEMENTATION FUNDING.....	7
TABLE 2 – IRWM IMPLEMENTATION GRANTS PROPOSAL SOLICITATION PROCESS AND SCHEDULE	8
TABLE 3 – GRANT APPLICATION CHECKLIST	10
TABLE 4 – 2015 IRWM GRANT SOLICITATION PROJECT SUMMARY TABLE	17
TABLE 5 – ANNUAL PROJECT PHYSICAL BENEFITS	19
TABLE 6 – PROJECT PERFORMANCE MONITORING PLAN	21
TABLE 7 – COST EFFECTIVE ANALYSIS	21
TABLE 8 – PROJECT BUDGET	22
TABLE 9 – PROPOSAL BUDGET	23
TABLE 10 – SCORING CRITERIA.....	27

I. INTRODUCTION

The IRWM Grant Program is designed to encourage integrated regional management of water resources and provide funding for projects that support integrated water management planning and implementation. The 2015 IRWM PSP works in conjunction with the 2015 IRWM Guidelines to disburse the remaining grant funding under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84). Prospective applicants should read this PSP and the entire 2015 IRWM Guidelines to ensure that the submittal will meet the grant program requirements.

A complete list of abbreviations, acronyms, and a glossary of terms used throughout this PSP are available in the 2015 IRWM Guidelines. The 2015 IRWM Guidelines are posted on the DWR website at the following link:

<http://www.water.ca.gov/irwm/grants/p84implementation.cfm>

II. ELIGIBILITY

This section of the PSP provides an overview of the eligibility requirements that must be met to apply for the 2015 IRWM Grant Solicitation, which is part of DWR's IRWM Implementation Grant Program. Only one application per eligible IRWM Region will be accepted for this solicitation.

A. Eligible Grant Applicants

A Grant Applicant is the entity submitting the grant application on behalf of an IRWM Region. The IRWM Region must have been accepted into the IRWM Grant Program through DWR's Region Acceptance Process (RAP) to be eligible for grant funding. A list of accepted regions can be found at the following link: <http://www.water.ca.gov/irwm/grants/rp.cfm>

Grant Applicants will enter into an agreement with the State, should the application be successful. Eligible applicants are local public agencies or non-profit organizations. Project proponents are generally any stakeholder responsible for implementing a project within a grant proposal. Section III of the 2015 IRWM Guidelines contains more information on applicants and project proponents.

B. Eligibility Criteria

Applications for 2015 IRWM Grant funding must meet all eligibility criteria in order for the application to be considered to receive grant funding. General eligibility requirements are included in the 2015 IRWM Guidelines, Section III. Specific eligibility criteria that apply to this solicitation are listed below. Eligibility will be determined based on information furnished by the applicant as described in Section V of this PSP.

C. Eligible Project Types

Section III.C of the 2015 IRWM Guidelines provides specific detail on eligible project types. Eligible projects must be consistent with an adopted IRWM Plan (PRC §75026(a)).

Proposed projects that intend to provide direct water-related benefits to a project area entirely comprised of a DAC(s) are not required to include construction activities to be eligible for 2015 IRWM Implementation grant funding. Therefore, water-related DAC projects can be comprised of project development activities including, but not limited to: project scoping, planning, feasibility studies, and preliminary design.

The Human Right to Water Policy (AB 685 (2012)/CWC § 106.3) states that every human being has the right to clean, affordable, and accessible water for human consumption, cooking, and sanitary purposes. In consideration of

this Policy, DWR is making additional points available to proposals with projects that address clean, affordable, and accessible water for human consumption, cooking, and sanitary purposes (see Attachment 6).

III. FUNDING

DWR has administered multiple rounds of solicitations for Proposition 84 IRWM Implementation Grants. This PSP is applicable to the 2015 IRWM Grant solicitation only. This solicitation is intended to be the final solicitation of the Proposition 84 Implementation Grant Program. Approximately \$231.6 million will be available for grant awards. It is DWR's intent to award not less than 10% of the available funding (approximately \$23 million) to projects that provide direct water-related benefits to a DAC.

Table 1 provides a listing of the Funding Areas, the Proposition 84 Allocations Schedule, and the Remaining Balance of funds by Funding Area. The maximum amount of funds awarded through the 2015 IRWM Grant Solicitation for any single Funding Area cannot exceed the amount listed in Column C for that Funding Area.

Because of the limited amount of funding available, it is possible that individual applicants may receive less than the full amount requested. IRWM regions within a funding area are encouraged to coordinate grant requests prior to grant application submittal.

Table 1 – Proposition 84 IRWM Implementation Funding		
Column A	Column B	Column C
Funding Area	Proposition 84 Schedule	Funding Area Remaining Balances/Maximum Grant Award 2015 Solicitation
North Coast	\$37,000,000	\$11,047,939
San Francisco Bay	\$138,000,000	\$41,305,435
Central Coast	\$52,000,000	\$4,937,016
Los Angeles-Ventura	\$215,000,000	\$40,039,355
Santa Ana	\$114,000,000	\$64,267,686
San Diego	\$91,000,000	\$38,834,904
Sacramento River	\$73,000,000	\$10,129,278
San Joaquin River	\$57,000,000	\$6,674,438
Tulare/Kern	\$60,000,000	\$4,054,299
Lahontan	\$27,000,000	\$6,116,807
Colorado River	\$36,000,000	\$4,175,000
Total	\$900,000,000	\$231,582,158

Funding Match

The minimum funding match is 25% of the total proposal cost. Project costs must be incurred after January 1, 2011 to be considered as funding match. The funding match for DAC projects may be waived based on providing accurate and adequate information in Attachment 7 that confirms the DAC meets the MHI requirement and the project provides a direct water-related benefit to a DAC. See instructions for Attachment 7 for more information on applying for a funding match waiver. See the 2015 IRWM Guidelines, Section II.E, for additional information on Funding Match.

A. Reimbursement Date

For the 2015 IRWM Grant Solicitation, eligible costs incurred after January 17, 2014, will be eligible for reimbursement. Reimbursable costs are defined in 2015 IRWM Guidelines, Appendix B. This reimbursement date will allow applicants to seek reimbursement for costs associated with the preparation of the 2015 IRWM Grant Solicitation application.

IV. SCHEDULE

The schedule in Table 2 shows the program timeline from release of the Final 2015 IRWM Guidelines and PSP through approval of awards. Updates for the events listed in this schedule may be required. When finalized, an updated schedule will be posted on the DWR website listed in the Foreword. Updates may also be advertised through e-mail announcements and news releases. For parties that are not already on the IRWM mailing list and wish to receive updates on the IRWM Grant Program, please visit the website listed in the Foreword to sign up.

Table 2 – IRWM Implementation Grants Proposal Solicitation Process and Schedule	
Milestone or Activity	Schedule
Release Final Program 2015 Guidelines and PSP and on-line application available	May 13, 2015
Applicant Workshops: CalEPA Building Coastal Hearing Room 1001 I Street Sacramento, CA 95814 This meeting will be web broadcast via the following link: http://www.calepa.ca.gov/broadcast/ Los Angeles County Department of Public Works Conference Room C 900 South Fremont Avenue Alhambra, CA 91803	June 22, 2015 at 10:00 a.m. June 23, 2015 at 1:30 p.m.
Grant applications must be submitted via GGrANTS by 5:00 p.m. Applications submitted after 5:00 p.m. on the due date will not be reviewed or considered for funding.	August 7, 2015 by 5:00 p.m.
Public meeting to discuss draft funding recommendations	November 2015
DWR approves final conditional grant awards	December 2015

- 1) *Italics denote approximate dates. Specific dates will be announced through the website and mailing list discussed in the Foreword.*

V. APPLICATION INSTRUCTIONS

This section provides instructions for preparing and submitting an application. The Application Instructions section consists of two subsections: A. *What to Submit* and B. *How to Submit*. It is important that the applicants follow the Application Instructions to ensure that their application will address all of the required elements. Applicants are reminded that once the application has been submitted to DWR, any privacy rights as well as other confidentiality protections afforded by law with respect to the application package will be waived.

A. What to Submit – Required Application Attachments

This section presents the required elements of an application for grants funded by the IRWM Implementation Grant Program. Applicants must submit a complete application by the deadline contained in the Schedule shown in Table 2. The grant application consists of four sections or “Tabs” as outlined in Table 3 (Grant Application Checklist), which is provided as a guide for the applicants to ensure that they have submitted the required information for a complete application, as follows:

- Applicant Information Tab
- Projects Tab
- Applicant and Information Tab (including Questions 1 through 8)
- Application Attachments Tab (including Attachments 1 through 8)

Failure to submit any required attachment will make the application incomplete. Incomplete applications will not be reviewed or considered for funding. The complete application must be submitted electronically.

B. How to Submit

1. *Electronic Submittal*

Applicants must submit a complete application on-line using DWR's GGrants. GGrants can only be accessed with Internet Explorer and Google Chrome. The on-line GGrants application is currently available for use and can be found at the following link:

<http://www.water.ca.gov/grants/>

The name of this PSP in GGrants is "2015 IRWM Grant PSP." To access this PSP, if they have not already done so, applicants must register and have an account in GGrants. Project Proponents that are registered in GGrants can be selected in the drop-down menu of the "Implementing Organization" of the "Projects Tab."

Applicants are encouraged to watch the "How to Register" and the "How to Complete a Grant Application" videos and review the GGrants Public User Guide and Frequently Asked Questions, available at the above link, prior to completing the on-line application. If an applicant has questions as to the content or the information requested in the PSP or questions or problems with GGrants, please refer to the phone number or e-mail listed in the Foreword.

The grant application in GGrants consists of four sections or "tabs" outlined in Table 3. Within GGrants, pull down menus, text boxes, or multiple-choice selections will be used to receive answers to the questions. GGrants will allow applicants to type text or cut and paste information from other documents directly into a GGrants submittal screen.

When uploading an attachment in GGrants, the following attachment title naming convention must be used:

Att#_2015IRWM_ AttachmentName_#ofTotal#

Where:

- a. "Att#" is the attachment number
- b. "2015IRWM" is the code of this solicitation
- c. "AttachmentName" is the name of the attachment as specified in Section V.B.3 – Attachment Instructions
- d. "#ofTotal#" identifies the number of files that make up an attachment, where "#" is the number of a file and "Total#" is the total number of files submitted in the attachment

For example, if the Attachment 2 – ProjJust for the applicant is made up of three files, the second file in the set would be named "Att2_2015IRWM_ProJust_2of3".

File size for each attachment submitted via GGrants is limited to 50 megabytes (MB). Breaking documents into components such as chapters or logical components so that files are less than 50 MB will aid in uploading files. Acceptable file formats are: MS Word, MS Excel, MS Project, or PDF. PDF files should be generated, if possible, from the original application file rather than scanned hard copy. All portions of the application, GGrants submittal and hard copies, must be received by the application deadline. Late submittals will not be reviewed or considered for funding.

2. Grant Application Checklist

Table 3 – Grant Application Checklist	
APPLICANT INFORMATION TAB <i>The following information is general and applies to the applicant and the overall proposal. Specific project information should be detailed on separate project tabs provided in the GRanTS application.</i>	
APPLICANT INFORMATION	
<input type="checkbox"/>	Organization Name: Provide the name of the Agency/Organization responsible for submitting the application. Should the Proposal be successful, this Agency/Organization will be the Grantee.
<input type="checkbox"/>	Tax ID: Tax ID is automatically displayed for registered organizations. Verify the applicant's federal tax ID number.
<input type="checkbox"/>	Point of Contact: <ul style="list-style-type: none"> Select "Existing Register Users" to select the registered user associated with the organization specified above. The rest of the contact information (Division, Address, e-mail, etc.) are auto populated once the above registered user is selected. Select "Add New User" to add an unregistered user. Please select Division (address will be auto populated) and type the First Name, Last Name, E-mail, and Phone (Direct) of the new user. Please note that the e-mail address will be the new user's login name.
<input type="checkbox"/>	Point of Contact: Position Title
<input type="checkbox"/>	Proposal Name: Provide the title of the Proposal; please include the IRWM region name as part of the Proposal Name. (Maximum Character Limit: 150)
<input type="checkbox"/>	Proposal Objective:
PROPOSAL BUDGET	
<i>For the proposal, the following budget items should be taken from Table 9 where applicable.</i>	
<input type="checkbox"/>	Other Contribution: Provide the amount of other funds not included in the categories as listed below. If there is no other contribution, enter zero.
<input type="checkbox"/>	Local Contribution (Funding Match): Provide the total funding match that will be committed to the Proposal. The Implementation Grant Program requires a minimum local contribution of 25% of total proposal cost unless there is a DAC project included in the Proposal.
<input type="checkbox"/>	Federal Contribution: Enter Federal funds being used. If none, enter zeros.
<input type="checkbox"/>	In-kind Contribution: Provide the total amount of in-kind services in dollars. In-kind Contribution – refers to work performed by the grantee. The cost of which is considered funding match. If there is no in-kind contribution, then enter zeroes in this field.
<input type="checkbox"/>	Amount Requested (Grant Funds Requested): Provide the amount of total grant funds requested.
<input type="checkbox"/>	Total Proposal Cost: Provide the total proposal cost, in dollars. This amount must agree with the total proposal cost shown in Attachment 4. Total proposal cost is automatically calculated based on the contribution amounts entered above.
GEOGRAPHIC INFORMATION	
GRanTS requests latitude and longitude in degrees, minutes, and seconds. You may use converters on the web such as http://transition.fcc.gov/mb/audio/bickel/DDDMSS-decimal.html . X/Y center points for each IRWM region can be found here: http://www.water.ca.gov/irwm/grants/resources_geofiles.cfm	
<input type="checkbox"/>	Latitude: Enter the Latitude at the location that best represents the center of the IRWM Region.
<input type="checkbox"/>	Longitude: Enter the Longitude at the location that best represents the center of the IRWM Region.
<input type="checkbox"/>	Longitude/Latitude Clarification: Only use if necessary. (Maximum Character Limit: 250)
<input type="checkbox"/>	Location: Identify the approximate location that best represents the center of the IRWM Region. (Maximum Character Limit: 100)
<input type="checkbox"/>	County(ies): Provide the county in which the IRWM region is located. If the IRWM region covers multiple counties hold the control key down and select all that apply.
<input type="checkbox"/>	Groundwater Basins: Provide the groundwater basin(s) as listed in the current version of DWR Bulletin 118 (http://www.water.ca.gov/groundwater/bulletin118/index.cfm) in which your Proposal is located. For proposals covering multiple groundwater basins, hold the control key down and select all that apply.
<input type="checkbox"/>	Hydrologic Regions: Provide the hydrologic region in which your IRWM region is located. For proposals covering multiple hydrologic regions, hold down the control key and select all that apply.

Table 3 – Grant Application Checklist	
<input type="checkbox"/>	<u>Watershed(s)</u> : (Maximum Character Limit: 250) Provide the name of the watershed the IRWM region covers. A map of California watersheds can be found at the following link: http://www.conservation.ca.gov/dlrp/wp/Documents/CALFED_Watershed_Map[1].pdf If your IRWM region covers multiple watersheds, you may only provide one "Unique Watershed Number" as listed on the watershed map.
LEGISLATIVE INFORMATION	
<input type="checkbox"/>	Enter the State Assembly, State Senate, and U.S. Congressional Districts in which the IRWM region is located (use district numbers only, not the name of the Legislator). For IRWM regions that include more than one district, Hold the control key down and select all that apply.
PROJECTS TAB	
<i>This section contains information about the projects contained in the Proposal. Each project in the Proposal should be detailed on a separate Project Tab. Applicants may generate as many Project Tabs as are necessary. The following questions will be used to gather information on each specific project.</i>	
PROJECT INFORMATION	
<input type="checkbox"/>	<u>Project Name</u> : Provide the project name. (Maximum Character Limit: 125 characters)
<input type="checkbox"/>	<u>Implementing Organization</u> : (Select the implementing organization)
<input type="checkbox"/>	<u>Secondary Implementing Organization</u> : (Maximum Character Limit: 125 characters)
<input type="checkbox"/>	<u>Proposed Start Date</u> :
<input type="checkbox"/>	<u>Proposed End Date</u> :
<input type="checkbox"/>	<u>Scope Of Work</u> : Leave blank
<input type="checkbox"/>	<u>Project Description</u> : Leave blank
<input type="checkbox"/>	<u>Project Objective</u> : Leave blank
PROJECT BENEFITS INFORMATION	
<i>Please do not enter any information into GRanTS for the following Project Benefits Questions. They are standard GRanTS questions and cannot be removed, but are unnecessary for Implementation Grant Applicants.</i>	
<input type="checkbox"/>	<u>Benefit Level</u> : Leave blank.
<input type="checkbox"/>	<u>Benefit Type</u> : Leave blank.
<input type="checkbox"/>	<u>Benefit</u> : Leave blank.
<input type="checkbox"/>	<u>Description</u> : Leave blank.
<input type="checkbox"/>	<u>Measurement</u> : Leave blank.
PROJECT BUDGET	
<i>For each project, the following budget items should be taken from Table 8, where applicable.</i>	
<input type="checkbox"/>	If only one project is being proposed, use the "Copy Budget data from Applicant Info" feature to populate previously entered data. Otherwise, enter individual budget items for each project in the same manner as described for the Applicant Information Tab. The sum of the budget items must agree with the total project budget.
GEOGRAPHIC INFORMATION	
<input type="checkbox"/>	Enter the geographical information for each individual project location (latitude and longitude in degrees, minutes, and seconds).
LEGISLATIVE INFORMATION	
<input type="checkbox"/>	If only one project is being proposed, use the "Copy Legislative data from Applicant Info" feature to populate previously entered data. Otherwise, enter the legislative information for each project in the same manner as described for the Applicant Information Tab. For projects covering more than one district, hold the control key down and select all that applies.
APPLICANT INFORMATION AND QUESTIONS TAB	
<i>The answers to these questions will be used in processing the application and determining eligibility and completeness.</i>	

Table 3 – Grant Application Checklist

<input type="checkbox"/>	Q1. Project Representative: Provide the name and details of the person responsible for signing and executing the grant agreement for the applicant. Persons that are subcontractors to be paid by the grant cannot be listed as the Project Director.
<input type="checkbox"/>	Q2. Project Manager: Provide the name and contact information of the Project Manager from the applicant agency or organization that will be the day-to-day contact on this application.
<input type="checkbox"/>	Q3. Funding Area Information: Provide the IRWM funding area(s) in which projects are located.
<input type="checkbox"/>	Q4. DAC Waiver Cost Share Request: Are you applying for a DAC cost share waiver? If yes, fill out Attachment 7.
<input type="checkbox"/>	Q5. Responsible Regional Water Quality Control Board(s) (RWQCB): List the name of the RWQCB in which your Proposal is located. For a region that extends beyond one RWQCB boundary, list the name of each Board.
<input type="checkbox"/>	Q6. Eligibility: The Implementation Grant Program requires a minimum funding match of 25% of total project cost unless there is a DAC project included in the Proposal. Are your matching funds less than 25%? If so, please explain.
<input type="checkbox"/>	Q7. Eligibility: Does the application represent an IRWM Region approved in the RAP? To verify, see RAP website: http://www.water.ca.gov/irwm/grants/rp.cfm . If yes, include the name of the IRWM Region. If no, please explain.
APPLICATION ATTACHMENTS TAB <i>Provide the attachments listed below by attaching files to the GRanTS application. When attaching files, please use the naming convention found in Section V.B.1 of this PSP. For instructions on attaching files, please watch the "How to Complete a Grant Application" video and refer to the GRanTS User Manual. Requirements for information to be included in these attachments are found in Section V.B.3 of this PSP.</i>	
Attachment #	Attachment Title
<input type="checkbox"/> Attachment 1	Authorization and Eligibility Requirements
<input type="checkbox"/> Attachment 2	Project Justification
<input type="checkbox"/> Attachment 3	Work Plan
<input type="checkbox"/> Attachment 4	Budget
<input type="checkbox"/> Attachment 5	Schedule
<input type="checkbox"/> Attachment 6	Program Preferences
<input type="checkbox"/> Attachment 7	Disadvantaged Community Assistance

3. Attachment Instructions

Applicants are required to submit Attachments 1 through 7 (as applicable) to complete the 2015 Grant Solicitation application. A discussion of each of these attachments is provided below.

Attachments 2 – 7 will be scored. Each project included in the Proposal will be evaluated against a series of questions, as indicated in Table 10. The basis for each question included in Table 10 is explained below.

ATTACHMENT 1. AUTHORIZATION AND ELIGIBILITY REQUIREMENTS

For the "AttachmentName" in the naming convention of GRanTS, use "Eligible" for this attachment.

Attachment 1 is mandatory and consists of authorization and eligibility documentation including the items listed below. Self-certification documents must be completed and included in Attachment 1 (where applicable) for CWC §525, AB 1420, and GWMP compliance.

- ☐ Authorizing Documentation
- ☐ Eligible Applicant Documentation
- ☐ Adopted IRWM Plan and Proof of Formal Adoption

- ☐ Project Consistency with an adopted IRWM Plan
- ☐ Urban Water Management Compliance
- ☐ Agricultural Water Management Compliance
- ☐ Surface Water Diverter Compliance
- ☐ Groundwater Management Compliance
- ☐ CASGEM Compliance

Authorizing Documentation – The applicant must provide a resolution adopted by the applicant’s governing body designating an authorized representative to submit the application and execute an agreement with the State of California for a 2015 IRWM Grant.

The following text box provides an example of the resolution that must be submitted to fulfill this requirement:

<p>RESOLUTION NO. _____</p> <p>Resolved by the <Insert name of governing body, city council, organization, or other> of the <Insert name of agency, city council, organization, or other>, that application be made to the California Department of Water Resources to obtain a 2015 Integrated Regional Water Management Grant pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code Section 75001 <i>et seq.</i>), and to enter into an agreement to receive a grant for the: <Insert name of Proposal>. The <Insert title – Presiding Officer, President, Agency Manager, or other officer> of the <Insert name of agency, city, county, organization, or other> is hereby authorized and directed to prepare the necessary data, conduct investigations, file such application, and execute a grant agreement with California Department of Water Resources.</p> <p>Passed and adopted at a meeting of the <Insert name of agency, city, county, organization, or other> on <Insert date>.</p> <p style="text-align: right;">Authorized Original Signature: _____</p> <p style="text-align: right;">Printed Name: _____</p> <p style="text-align: right;">Title: _____</p> <p style="text-align: right;">Clerk/Secretary: _____</p>

Eligible Applicant Documentation: Eligible applicants are local public agencies or non-profit organizations, as defined in Appendix B of the 2015 IRWM Guidelines.

If DWR determines that the applicant does not have the authority to enter into a grant agreement with the State, the applicant will not be eligible for funding and the application will not be reviewed.

If the applicant has applied for an IRWM Grant after January 1, 2012, state as such and the applicant is not required to submit the following eligible applicant information. If not, the applicant must provide a written statement (and additional information if noted) containing the appropriate information outlined below:

Local Public Agencies

- Is the applicant a local public agency as defined in Appendix B of the 2015 IRWM Guidelines? Please explain.
- What is the statutory or other legal authority under which the applicant was formed and is authorized to operate?
- Does the applicant have legal authority to enter into a grant agreement with the State of California?
- Describe any legal agreements among partner agencies and/or organizations that ensure performance of the Proposal and tracking of funds.

Non-Profit Organizations

- Is the applicant a non-profit organization as defined in Appendix B of the 2015 IRWM Guidelines? Please explain.
- Does the applicant have legal authority to enter into a grant agreement with the State of California?
- Describe any legal agreements among partner agencies and/or organizations that ensure performance of the Proposal and tracking of funds.
- Include a copy of the certificate of incorporation for the organization.

Adopted Plan and Proof of Formal Adoption – DWR has established a Plan Review Process (PRP) designed to assess whether IRWM plans are consistent with the 2012 IRWM Plan Standards. The PRP is described in Appendix H of the 2015 IRWM Guidelines. The plan submittal process discussed in the Guidelines will remain open throughout this solicitation. However, to be eligible for the 2015 IRWM funding, IRWM plans must be submitted to DWR for review no later than the application due date.

IRWM regions that have had their IRWM plans approved by DWR are not required to submit proof of adoption. IRWM regions that have yet to have their plans approved must submit proof of formal adoption (i.e. a signature page, with dates of signature) by all Regional Water Management Group (RWMG) entities and other documentation that the IRWM Plan was adopted consistent with CWC §10543. The adopted IRWM Plan must be consistent with the 2012 IRWM Program Guideline Plan Standards.

All project proponents must submit proof of formal IRWM plan adoption. If the proponent submitted proof of adoption with the 2014 IRWM Drought Grant Solicitation, indicate as such and do not resubmit the proof.

Project Consistency with an adopted IRWM Plan – The applicant must provide a statement (not more than one page per project using a minimum 10-point type font) which demonstrates that the project is either listed in the IRWM Plan project list or describes how any non-listed projects have been vetted through the RWMG.

Urban Water Management Compliance – List the urban water suppliers that will receive funding from the proposed grant. If there are none, so indicate.

Please provide the agency name, a contact phone number and e-mail address. If an urban water supplier submitted urban water management compliance documentation with the 2014 IRWM Drought Grant Solicitation, indicate as such, and the supplier is not required to submit the following urban water management compliance documentation. If not, the supplier must:

- Include documentation, from DWR, that verifies that each supplier's 2010 Urban Water Management Plan (UWMP) addresses the requirements of the CWC. If an urban water supplier's 2010 UWMP has not been verified by DWR, explain and provide the anticipated date for having a 2010 UWMP that addresses the requirements of the CWC. *Note to Urban Water Suppliers: The 2015 UWMPs are due to be submitted to DWR by July 1, 2016.*
- Self-certify their compliance with the requirements contained in AB 1420. The AB 1420 self-certification documentation and instructions can be found at the following link: <http://www.water.ca.gov/wateruseefficiency/finance/>. As DWR is both the funding agency and the approval agency, a single submittal to DWR is sufficient.
- Self-certify their compliance with the water metering requirements contained in CWC §525 *et seq.* The Water Metering compliance self-certification form and instructions can be found at the following link: www.water.ca.gov/irwm/grants/resources_forms.cfm. Each urban water supplier proposing wastewater projects, water use efficiency projects, or drinking water projects must complete the form.

The following must be submitted by the applicant to fulfill this requirement:

- Submittal of list of urban water suppliers

- Agency/organization name(s)
- Contact phone number(s) and e-mail address(es)
- DWR verification documentation for UWMPs
- AB 1420 self-certification documentation from each urban water supplier
- CWC §525 self-certification documentation from each urban water supplier

Agricultural Water Management Compliance – List the agricultural water suppliers that will receive funding from the proposed grant. If there are none, please indicate so.

Please provide the agency/organization name, a contact phone number and e-mail address. If an agricultural water supplier submitted agricultural water management compliance documentation with the 2014 IRWM Drought Grant Solicitation, indicate as such, and the supplier is not required to submit the following agricultural water management compliance documentation. If not, the supplier must:

- Include documentation, from DWR, that verifies that each supplier's Agricultural Water Management Plan (AWMP) addresses the CWC requirements. If an agricultural water supplier's AWMP has not been verified by DWR, explain and provide the anticipated date for having an AWMP addresses the CWC requirements. *Note to Agricultural Water Suppliers: The 2015 AWMPs are due to be submitted to DWR by December 31, 2015.*

The following must be submitted by the applicant to fulfill this requirement:

- Submittal of list of agricultural water suppliers
- Agency/organization name(s)
- Contact phone number(s) and e-mail address(es)
- DWR verification documentation for each agricultural water supplier

Surface Water Diverter Compliance – List the surface water diverters that will receive funding from the proposed grant. If there are none, please indicate so.

Please provide the agency/organization name, a contact phone number and e-mail address. For the listed surface water diverters, state whether they have submitted to the State Water Resources Control Board (SWRCB) surface water diversion reports in compliance with requirements outlined in Part 5.1 (commencing with §5100) of Division 2 of the CWC. If a surface water diverter has not, explain and provide the anticipated date for meeting the requirements.

The following must be submitted by the applicant to fulfill this requirement:

- Submittal of list of surface water suppliers
- Agency/organization name(s)
- Contact phone number(s) and e-mail address(es)
- SWRCB verification documentation

Groundwater Management Compliance – List the groundwater users that will receive funding from the proposed grant. Provide the agency/organization name, a contact phone number and e-mail address. If the Proposal does not contain a groundwater project or other project that directly affect groundwater levels or quality, so indicate, and include in Attachment 1 the justification for such a conclusion.

For groundwater projects or other projects that directly affect groundwater levels or quality, the applicant or the participating agency responsible for such projects must provide the following, as applicable:

- Submittal of list of groundwater users

- Agency/organization name(s)
- Contact phone number(s) and e-mail address(es)
- Justification if no projects affect groundwater
- If projects do affect groundwater then respond to the following:
 - ❖ Identification of projects in the Proposal that involve any groundwater projects or other projects that directly affect groundwater levels or quality.
 - ❖ The agency(ies) that will implement such project(s).
 - ❖ Each listed agencies must submit self-certify compliance with CWC §10753 regarding Groundwater Management Plans (GWMPs). Instructions to complete the self-certification can be found at: <http://www.water.ca.gov/irwm/grants/resources/forms.cfm>. Please note that projects located in a CASGEM High or Medium priority groundwater basin, that affect groundwater levels or quality, without an adopted GWMP in compliance of CWC §10753 before January 1, 2015 will not be eligible (CWC §10750.1.(a)).
- Note that applicants that receive a grant award, as part of continuing eligibility will have to maintain compliance with Division 6, §10000 et seq. of the CWC.

CASGEM Compliance – DWR has prioritized the groundwater basins. The CASGEM Program description, along with the basin prioritization information, can be found at: <http://www.water.ca.gov/groundwater/casgem/>.

For the high and medium priority basins that do not have a CASGEM monitoring entity, the grant applicant and project proponent that match the list of potential monitoring entities identified in CWC §10927, along with the counties whose jurisdictions include unmonitored high and medium priority basins, will not be eligible to receive 2015 IRWM Grant funding (CWC §10933.7(a)). Consistent with CWC §10933.7(b), if the entire service area of the grant applicant or the individual project proponent's service area is demonstrated to be a DAC, as defined in the 2015 IRWM Guidelines, Appendix B, the project will be considered eligible for grant funding notwithstanding CASGEM compliance.

The grant applicant and project proponents must be CASGEM compliant by the application due date. If the applicant is found ineligible, the entire application will be considered ineligible. If the project proponent is found ineligible, funding cannot be awarded to that project and the grant award will be proportionately reduced.

To demonstrate CASGEM eligibility, the following must be included for each project/proposal:

- The Project's implementing agency's (project proponent) service area boundary. The service area boundaries for all project proponents shall be combined onto one map. This map should:
 - ❖ Clearly indicate each project proponent's service area boundary
 - ❖ Include an appropriate basemap underlying the service area boundaries (such as used for Google Maps, etc.)
- One GIS shape file must be provided that includes the service area boundaries of each project proponent. For example, if there are 5 project proponents, the boundary of each shall be combined into one GIS shapefile. Within the GIS file, each project's boundary shall be included as an individual record.
- Name of groundwater basin that each project overlies. State the basin priority as determined by the CASGEM Program.
- If the basin is a high or medium priority basin, please specify the name of the organization that is the designated monitoring entity(ies).
- If there is no monitoring entity, please indicate whether the project proponent is an eligible monitoring entity per CWC §10927.

ATTACHMENT 2. PROJECT JUSTIFICATION

For the "AttachmentName" in the naming convention of GRanTS, use "ProJust" for this attachment.

Attachment 2 is mandatory and includes a summary of the proposed project(s); the estimated physical benefits of the project(s); justifies how the project is technically feasible; describes how the project can achieve the claimed level of benefits; and explain whether the benefits will be attained through the least cost alternative. Attachment 2 should be presented in the following sub-sections:

- ☐ Project Summary Table (use Table 4)
- ☐ Project Description
- ☐ Regional Map and Project Map
- ☐ Project Physical Benefits (use Table 5)
- ☐ Technical Analysis of Physical Benefits Claimed
- ☐ Direct Water-Related Benefit to a DAC
- ☐ Project Performance Monitoring Plan (use Table 6)
- ☐ Cost Effectiveness Analysis (use Table 7)

The information contained in the sub-sections will be used by DWR reviewers to score questions #1 and 6 – 14, contained in Table 10.

PROJECT SUMMARY TABLE

Complete the following table by adding a column for each project contained in the Proposal and marking the applicable IRWM project element(s) in the table. Each project must match at least one project element. This information will be used by DWR to assess project eligibility. The applicant must submit one Table 4 that includes one column for each proposed project.

Table 4 – 2015 IRWM Grant Solicitation Project Summary Table		
	IRWM Project Element	Project Name/ID Add 1 column per Project
IR.1	Water supply reliability, water conservation, and water use efficiency	
IR.2	Stormwater capture, storage, clean-up, treatment, and management	
IR.3	Removal of invasive non-native species, the creation and enhancement of wetlands, and the acquisition, protection, and restoration of open space and watershed lands	
IR.4	Non-point source pollution reduction, management, and monitoring	
IR.5	Groundwater recharge and management projects	
IR.6	Contaminant and salt removal through reclamation, desalting, and other treatment technologies and conveyance of reclaimed water for distribution to users	
IR.7	Water banking, exchange, reclamation, and improvement of water quality	
IR.8	Planning and implementation of multipurpose flood management programs	
IR.9	Watershed protection and management	
IR.10	Drinking water treatment and distribution	
IR.11	Ecosystem and fisheries restoration and protection	

PROJECT DESCRIPTION

The applicant must include both a brief description of each project (25 words or less for each project) contained in the Proposal and an expanded project description. Also include the name of the respective implementing agency/organization for each project. Additionally, for each proposed project, discuss how the project will address a current need of the region. The project description discussion must not exceed one page per project using a minimum 10-point type font.

REGIONAL AND PROJECT MAP

A regional map should include the IRWM regional boundary and a marker identifying the location of each project contained in the Proposal.

Also include a map for each project that shows, as applicable, the project's geographical location and the surrounding work boundaries, facilities of the project, the water resources (groundwater or surface water) that will be affected, DACs within the project service area, and proposed monitoring locations.

The following must be submitted by the applicant to fulfill this requirement:

- A regional map with IRWM regional boundaries with project locations
- Individual project maps

PROJECT PHYSICAL BENEFITS

Physical benefits are the expected measurable accomplishments of a project. To be eligible to receive IRWM Grant funding each project must have multiple benefits (Public Resources Code §75026.(a)). Physical benefits should be based on estimated measures of project accomplishments over the period of analysis and consistent with the provided need described above. Examples of physical benefits include, but are not limited to:

- Amount of water supply produced, saved, or recycled.
- Types (constituents) and amounts of water quality improvement provided, and the amount of water treated or improved.
- Types and amounts of environmental benefits provided, such as the types of species and their numbers benefited, acreage of habitat or floodplain improved, restored or protected, amount of flow provided, or habitat units restored or protected. If a Habitat Evaluation Procedure has been performed, provide information from that analysis.
- Amount of energy produced or saved, and amount of greenhouse gases that can be avoided.

Table 5 must be used to present physically quantifiable benefits. Each project must present two benefits, but no more. The primary and secondary benefits should be clearly identified.

Projects intending to provide direct water-related benefits to a project area entirely comprised of a DAC that are in the planning or design phase and not intending to complete construction with this solicitation do not need to quantify benefits (i.e., complete Table 5). However, applicants must provide a qualitative description of the proposed work and the anticipated benefits of the project upon completion of construction.

Table 5 – Annual Project Physical Benefits			
Project Name: _____			
Type of Benefit Claimed: _____			
Units of the Benefit Claimed : _____			
Anticipated Useful Life of Project (years): _____			
(a)	(b)	(c)	(d)
Physical Benefits			
Year	Without Project	With Project	Change Resulting from Project (c) – (b)
2015			
2016			
2017			
Etc. through Last Year of Project Life			
Comments: _____			

To complete Table 5, the applicant should use the following steps:

- Format a table that will display one of the physical benefits claimed for the project (Excel file containing this table can be found here: http://www.water.ca.gov/irwm/grants/resources_forms.cfm.)
- Once the table has been appropriately formatted, provide the following information:
 - ❖ Row (1) Project name
 - ❖ Row (2) Identify the exact type of physical benefit being claimed and specify if it is the primary or secondary benefit
 - ❖ Row (3) Select one of following unit that corresponds to the benefit claimed:
 - For water supply produced, saved, or recycled, enter acre-feet per year (AFY)
 - For water quality, enter constituent concentration reduced in mg/L
 - For flood damage reduction, enter inundated acres reduced in acres
 - For habitat improved, restored or protected, enter habitat restored in acres
 - For fishery benefits, enter increased fishery flow rate in cubic feet per second (cfs)
 - For species protection, enter number of species benefited
 - ❖ Row (4) Enter the anticipated useful life of the proposed project
 - ❖ Column (b): This column should be completed if the proposed project will increase/improve the physical benefits of an existing project, facility, or program. Enter the quantity of physical benefit generated without the proposed project.
 - ❖ Column (c): enter the total amount of the physical benefit provided in the without-project condition, plus the amount of benefit provided by the project. If the project will delay or replace some other project entirely or in part, do NOT reduce the physical benefits in Column (c) for the amount of replacement.
 - ❖ Column (d): enter the result of subtracting Column (b) from Column (c) to determine the change in the amount of physical benefit resulting from the project.
 - ❖ Comment Box: Enter any sources and references, including page numbers, supporting the numbers used in this table, or other information as needed to explain entries.

Generally, the quantities provided for each year should be an average from a representative hydrologic period that reflects the development condition in that year, future demands, and facilities in place. In some cases, quantities in the early years might reflect incomplete projects and starting conditions as of the end of 2015.

If the same level of physical benefit is expected in every year of the project life, a Table 5 showing every year is not required. Rather, provide a Table 5 with one row showing (1) the years of project life in column (a); (2) the without-project amount of benefit, if applicable; (3) the with-project amount of benefit; and (4) the difference.

TECHNICAL ANALYSIS OF PHYSICAL BENEFITS CLAIMED

For each project, the applicant must provide a narrative description of the primary and secondary expected physical benefits, which must address the following items:

1. Explanation of need for the project, including recent and historical conditions that provide background for benefits to be claimed; for example, recent water shortages, loss of habitat or ecosystem function, and water quality problems.
2. Estimates of without-project conditions (e.g., levels of the physical benefits in the future, without the project, but with other projects that might be planned).
3. Description of methods used to estimate physical benefits.
4. Identification of all new facilities, policies, and actions required to obtain the physical benefits.
5. Description of any potential adverse physical effects and what is being done to mitigate those impacts. If none, explain.
6. Description of whether the proposed project effectively addresses long-term drought preparedness (see Statewide Priority in Table 1 of 2015 Guidelines).

The technical analysis of physical benefits claimed must not exceed ten pages per project using a minimum 10-point type font.

Projects intending to provide direct water-related benefits to a DAC that are in the planning or design phase and not intending to complete construction with this solicitation are only required to explain why the proposed project is needed (just address item # 1 above).

DIRECT WATER-RELATED BENEFIT TO A DAC

Describe whether the proposed project area encompasses a DAC. Applicants must use Attachment 7 to demonstrate the community meets the definition of a DAC. The applicant must also describe the water-related need of the DAC and explain how the proposed project will address the described need of the DAC. In order to receive credit for Question 12 in Table 10, the applicant must demonstrate that at least 25% of the project service area (by population or geography) will benefit a water-related need of a DAC. The direct water-related benefit to a DAC discussion must not exceed one page per project using a minimum 10-point type font.

PROJECT PERFORMANCE MONITORING PLAN

Establishing monitoring measures will help ensure the proposed project will meet its intended benefit. The following provides guidance for developing a Project Performance Monitoring Plan to track performance of each project. Project Performance Monitoring plans must describe the tools that will be used to monitor project performance and set interim targets (or milestones) that will be used to track the project's pace in meeting the benefits claimed in Table 5; indicate where the data will be collected and the types of analyses to be used; explain how the monitoring tools and targets are appropriate for the benefits claimed; and include a discussion of how monitoring data will be used to measure performance.

A Project Performance Monitoring Plan must be completed for each project and should include the following items and may be presented in a tabular format, as shown in Table 6:

- Proposed Physical Benefits
- Targets – measurable targets that are feasible to meet during the life of the project(s)
- Measurement tools and methods – to effectively track performance

Table 6 – Project Performance Monitoring Plan		
Project:		
Proposed Physical Benefits	Targets	Measurement tools and methods

Projects intending to provide direct water-related benefits to a project area entirely comprised of a DAC that are in the planning or design phase and not intending to complete construction with this funding are not required to complete this section. These projects will be given full points for Question 13 in Table 10.

COST EFFECTIVE ANALYSIS

Applicants must conduct an analysis of each of the proposed projects. This analysis evaluates whether the physical benefits provided by the project are provided at the least possible cost. Applicants will perform this analysis by using Table 7 for each project.

Projects intending to provide direct water-related benefits to a project area entirely comprised of a DAC that are in the planning or design phase and not intending to complete construction with this solicitation are not required to complete this section. These projects will be given full points for Question 14.

Table 7 – Cost Effective Analysis	
Project name:	
Question 1	Types of benefits provided as shown in Table 5
Question 2	Have alternative methods been considered to achieve the same types and amounts of physical benefits as the proposed project been identified?
	If no, why?
	If yes, list the methods (including the proposed project) and estimated costs.
Question 3	If the proposed project is not the least cost alternative, why is it the preferred alternative? Provide an explanation of any accomplishments of the proposed project that are different from the alternative project or methods.
Comments:	

ATTACHMENT 3. WORK PLAN

For the “AttachmentName” in the naming convention of GRanTS, use “WorkPlan” for this attachment.

Attachment 3 is mandatory and must contain descriptions of the anticipated tasks necessary to complete each project in the Proposal. Tasks should be organized by the four budget categories, as applicable: (a) Direct Project Administration, (b) Land Purchase/Easement, (c) Planning/Design/Engineering/Environmental Documentation, and (d) Construction/Implementation. The Work Plan should also identify the anticipated deliverables for each task. Discuss the current status of the project, including permitting activities, that indicates the current stage of each task. The Work Plan is limited to five pages (minimum 10-point type font) per project. Any information included beyond the five pages (for each project) will not be reviewed. Maps and figures will count against the page limitation, since they should be presented in Attachment 2, Project Justification.

Exhibit A provides an example of how the Work Plan should be structured and the level of detail necessary for each task description.

The information contained in Attachment 3 will be used by DWR reviewers to score questions #4, 15 – 18, 20 – 21, and 23 contained in Table 10.

ATTACHMENT 4. BUDGET

For the "AttachmentName" in the naming convention of GRanTS, use "Budget" for this attachment.

Attachment 4 is mandatory and includes the estimated capital costs of each project in the application. Attachment 4 should be presented in the following sub-sections:

- ☐ Project Budget Table
- ☐ Proposal Budget Table

For the Project Budget Table, costs must be broken down consistent with how tasks are presented in the Work Plan. For example, if the Work Plan describes projects at the subtask level, the budget must also present costs at the subtask level. In addition to the table, the applicant must provide a description explaining how the values were derived. Refer to Exhibit B for guidance on how to prepare Attachment 4. The description must not exceed two pages per project using a minimum 10-point type font.

The information contained in Attachment 4 will be used by DWR reviewers to score questions #2, 4, and 18 – 19 contained in Table 10.

PROJECT BUDGET

Table 8 must be completed for each project in the Proposal. Table 8 only includes the required budget categories. If applicable, additional rows must be added under the applicable categories to present the cost of each task described in Attachment 3 Work Plan.

Table 8 – Project Budget					
Proposal Title: _____					
Project Title: _____					
Project serves a need of a DAC?: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Funding Match Waiver request?: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Category		(a) Requested Grant Amount	(b) Cost Share: Non-State Fund Source* (Funding Match)	(c) Cost Share: Other State Fund Source*	(d) Total Cost
(a)	Direct Project Administration				
(b)	Land Purchase/Easement				
(c)	Planning/Design/Engineering/ Environmental Documentation				
(d)	Construction/Implementation				
(e)	Grand Total (Sum rows (a) through (d) for each column)				

*List sources of funding: *Use as much space as required*

Proposal Budget

Although the applicant should complete Table 9 column (e) for each individual project, for IRWM Implementation Grant funding, the minimum funding match requirement applies to the costs of the overall Proposal. Table 9 will be used to present the funding match for the Proposal, including documenting that the Proposal will meet the minimum requirement of at least 25% of the total costs.

Table 9 – Proposal Budget						
Proposal Title: _____						
Individual Project Title		(a)	(b)	(c)	(d)	(e)
		Requested Grant Amount	Cost Share: Non-State Fund Source (Funding Match)	Cost Share: Other State Funding Sources	Total Cost	% Funding Match (Col b/Col d)
(a)	Project 1	Grand Total From Table 8, row (e)	Grand Total From Table 8, row (e)	Grand Total From Table 8, row (e)	Grand Total From Table 8, row (e)	
(b)	Project 2					
(c)	Project 3...					
(d)	Project n					
(e)	Proposal Total Sum rows (a) through (d) for each column					
(f)	DAC Funding Match Waiver Total Sum column (d) only for projects seeking DAC funding match waiver in rows (a) through (d)	-	-	-		
(g)	Grand Total Subtract row (f) from row (e) for column (d) and recalculate column (e)	-	-	-		

ATTACHMENT 5. SCHEDULE

For the “AttachmentName” in the naming convention of GRS, use “Schedule” for this attachment.

Attachment 5 is mandatory and includes a schedule for implementation of the Proposal showing the sequence and timing of each of the proposed projects. Attachment 5 should be presented in the following sub-sections:

- ☐ Project Schedule
- ☐ A description of how each project schedule is realistic, reasonable, and accomplishable (not more than two pages per project using a minimum 10-point type font)
- ☐ Proposal Schedule

The information contained in the sub-sections will be used by DWR reviewers to score questions #3, 4, and 20 – 23 contained in Table 10.

PROJECT SCHEDULE

The schedule must show the start and end dates as well as milestones for each task contained in the Work Summary and at minimum be presented in either tabular or horizontal bar, or Gantt chart. The Project Schedule must also be broken down consistent with how tasks are presented in the Work Plan and Budget. For example, if the Work Plan describes projects at the subtask level, the Project Schedule must also present start and end dates at the subtask level. The schedule should illustrate any dependencies or predecessors by showing links between tasks. Applicants must include a reasonable estimate of the end date, based on their Proposal, including time for any final reports and invoicing. The schedule, Attachment 5 must be consistent with the Work Summary (Attachment 3) and the Budget (Attachment 4).

Also describe how the schedule shown is realistic, reasonable, and accomplishable based on the state of project development (such as design phase, status of permitting, and environmental documentation). The description must not exceed two pages per project using a minimum 10-point type font.

PROPOSAL SCHEDULE

The applicant must include a schedule that briefly summarizes the Proposal’s overall schedule.

ATTACHMENT 6. PROGRAM PREFERENCES

For the “AttachmentName” in the naming convention of GRanTS, use “Preference” for this attachment.

Attachment 6 is mandatory. Submit a discussion on how the Proposal assists in meeting the Program Preference(s) described in Section II.F of the 2015 IRWM Guidelines. The discussion must identify the specific Program Preference(s) and the project that will meet the listed preference(s); also discuss the level of certainty that the project will meet the preference(s) and the breadth and magnitude to which the preference(s) will be met. In particular, describe any issues related to the Human Right to Water Policy and the IRWM region’s effort to address the goal of the Human Right to Water Policy. For those proposals that include projects that assist in meeting the Human Right to Water goals, please describe how the proposed project(s) accomplishes this. In addition, if applicable, describe the critical water supply and or water quality needs of the DACs you have identified. Please consult the 2015 IRWM Guidelines, Appendix G to determine if the project qualifies as a critical water supply/water quality need project. However, meeting a critical water supply/water quality need of a DAC is not a requirement to receive the DAC funding match waiver.

Attachment 6 will be used to score question #5 and, in the event of a tie, will also be used to score the Program Preferences tie-breaker criterion.

The Attachment 6 discussion must be limited to not more than one page per project using a minimum 10-point type font.

ATTACHMENT 7. DISADVANTAGED COMMUNITY ASSISTANCE

For the “AttachmentName” in the naming convention of GRanTS, use “DAC” for this attachment.

Attachment 7 is optional and is required only if the Proposal includes a project that specifically addresses a direct water-related need of a DAC. DWR will use the information in Attachment 7 to evaluate the application with regard to DAC program preferences and waiver of funding match (if requested by the applicant).

The information contained in Attachment 7 will be used by DWR reviewers to score question #12 contained in Table 10.

DOCUMENTATION OF THE PRESENCE OF A DAC

DWR strongly recommends that applicants consult 2015 IRWM Guidelines, Appendix G, to determine if the project area includes a DAC using the most recent MHI data available. Applicants should ensure the description of the DAC is adequate for DWR to determine whether the communities meet the definitions.

- Include information that supports the determination of DACs in the region, such as a map or shapefile that shows the project service area is congruent with a DAC as shown using the MHI data.
- Where the lack of representative census data that adequately represents the community can be documented, alternative studies (local income surveys, a subset of a block group, etc.) may be substituted in the application for approval by DWR in waiving the funding match requirement. These studies do not need to be pre-approved but can be submitted with the application materials for approval by DWR.
- In determining the MHI for DACs, applicants may use a single type of census geography or combinations of census geographies that best represent the DAC.
- For the applicants with GIS capability, the GIS data files used within the DAC mapping tool are available to download and use (Appendix A of 2015 IRWM Guidelines). These GIS files will allow applicants to combine project area shape files with DAC data layers. This will help applicants show the extent of overlap or project areas with DACs.
- For regional construction projects that include a DAC within a larger project area, provide a description of how DACs have been involved and engaged in the development and preparation of the project. Please also describe the proportion of project benefits to the DAC within the larger project area, based on either

population or geography. This will help determine if a funding match waiver or reduction in funding match can be provided for the entire project.

VI. REVIEW AND SCORING CRITERIA

First, applications will be screened for eligibility and completeness in accordance with Section V of the 2015 IRWM Guidelines and Section II of this PSP. The information provided by applicants in GRanTS, as well as Attachments 1 through 7 of the application, will be used in determining eligibility and completeness. Applications that are complete and eligible will be scored based on the evaluation questions presented in Table 10 and the scoring criteria described below.

Question 5 will be scored for each application to determine whether the Proposal assists in addressing the Human Right to Water Policy. One (1) point will be assigned for each project that demonstrates that the project will assist the IRWM region in meeting the goal of the Human Right to Water Policy. The maximum of possible score for this criterion is two (2).

In the event of a tie, Program Preferences will be scored as a “tie-breaker” criterion. One half point will be awarded for each Program Preference including the Statewide Priorities, listed in Table 1 of the 2015 IRWM Guidelines that will be met through the implementation of the Proposal. The maximum tiebreaker score for this criterion is four (4) points, as shown in Table 10.

Each of the remaining questions will be evaluated by the review team who will determine whether the question has been adequately addressed, by responding “yes” or “no”, for each project in the Proposal. A “yes” answer will result in the project receiving the available point(s) for the question. A “no” will result in zero (0) points being awarded. There are some questions that may not be applicable to certain types of projects. The applicant must explain in the attachments above how these questions are not pertinent to the project(s). If the technical reviewer agrees with this characterization, the response would be “N/A” which is equivalent to a “yes”, otherwise, the response would be “no.”

The Proposal score for each criterion will be determined by summing each individual project’s total score, dividing the summation by the number of projects, and then rounding up or down to the nearest whole number.

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Table 10 – Scoring Criteria

Q#	Questions	Attachment(s)	Points Available	
Proposal Level Evaluation		For DWR to award a full score, the application must contain:		
1	Is there a map of the IRWM Region that shows the location of the project(s) included in the Proposal?	A Proposal Map that contains the IRWM regional boundary and the location of each project included in the application.	2	1
2	Does the Budget contain a summary budget for the Proposal?	A complete Table 9, which summarizes the Proposal Budget.	4	1
3	Does the Schedule contain a summary schedule for the Proposal?	A summary schedule for the Proposal.	5	1
4	Collectively, do the Work Plan, Budget, and Schedule demonstrate that all of the projects will be completed by October 31, 2020?	A proposal where all projects will be completed by October 31, 2020.	3, 4, & 5	2
5	Does the proposal contain projects that assist the IRWM region in meeting the goals of the Human Right to Water Policy?	An explanation of how a project assists the IRWM region in meeting the goals of the Human Right to Water Policy (safe, affordable water for drinking, bathing, sanitation, and cooking for all). The applicant will receive one point for each project, to a maximum of two points.	6	2
		Total for Proposal Level		
		7		
Project Level Evaluation		For DWR to award a full score, the application must contain:		
		Attachment(s)	Points Available	Project Name/ID Add 1 column/ Project
6	Does the applicant provide a description of the project that summarizes the major components and the intended purpose of the project?	A description of the project that summarizes the: - anticipated physical benefits of the projects - intended outcomes, and - major physical components (i.e., what the project is installing, retrofitting, replacing, etc.)	2	1
7	Is there a project map that shows the location of the project and the areas and water resources affected by the project?	A map of the project that includes the location of the project, the areas affected by the project, and the water resources affected by the project.	2	1
8	Are the anticipated primary and secondary physical benefits of the project described and quantified with the units specified in Table 5?	A properly completed Table 5 for at least the primary and secondary benefit of each project. If the primary and secondary physical benefits were not clearly identified or quantified for each year of the project's lifecycle using the specific units provided in the instructions for Table 5, a response of "no" will be given. For DAC projects that do not include construction, benefits do not need to be quantified, but must be qualitatively described.	2	1
9	Does the technical analysis support the claimed physical benefits?	A demonstration that the benefits were quantified correctly: 1. An explanation of project need 2. An explanation of without project conditions 3. A description of how benefits were derived For DAC projects that do not include construction, only #1 (project need) must be described.	2	2
10	If applicable, does the applicant describe the potential adverse impacts of the project? If none, does the applicant properly explain why there are no impacts?*	- A description of all potential adverse impacts of the proposed project. - A reasonable claim of no adverse impacts. For example, if applicant claims a well installation project will have no adverse impacts, it must explain how this is possible.	2	1
11	Does the proposed project effectively address long-term drought preparedness?	A demonstration that the project contributes to sustainable water supply and reliability during water shortages and will achieve one or more of the following: - Promote water conservation, conjunctive use, reuse and recycling - Improve landscape and agricultural irrigation efficiencies - Achieve long-term reduction of water use - Efficient groundwater basin management - Establish system interties - Solutions that yield a new water supply such as seawater desalination Drought preparedness projects do not include drought emergency response actions, such as trucking of water or lowering well intakes.	2	3
12	Does the project provide a direct water-related benefit to a DAC?	- Proof that at least 25% of the area served by the project (by population or geography) meets the definition of a DAC. - A description of the water-related need(s) of a DAC. - Demonstration that the proposed project addresses the described need of the DAC.	2 & 7	2
13	Is the proposed project performance monitoring plan expected to track progress towards meeting the claimed physical benefits?*	- Monitoring targets identified that will assist the implementing agency achieve the claimed benefits. - Monitoring tools that are appropriate for measuring the project's performance.	2	1
14	Is the proposed project the least cost alternative? If not, does the applicant sufficiently explain why it was selected instead of the least cost alternative?*	A completed Table 7 that explains why the proposed project is the preferred alternative even if it is not the least cost alternative.	2	1
15	Does the applicant discuss the necessary tasks in the Work Plan that will result in a completed project?	Tasks that will likely lead to a completed project and a brief description of those tasks.	3	1
16	Does the Work Plan include a project status that indicates the current stage of each task (e.g., % complete)?	A summary of the work that has been completed to date.	3	1
17	If applicable, does the Work Plan include a listing of required permits and their status, and the appropriate environmental documentation for the proposed project? (N/A = Yes)	- A list of required permits. - Description of appropriate environmental documentation. - Status of required permits and environmental documentation (as applicable). - If permits/environmental docs are not required, an explanation of why they are not required.	3	1
18	Are the tasks shown in the Budget consistent with the tasks discussed in the Work Plan?	A budget that is organized/outlined identical to the Work Summary.	3 & 4	1
19	Are the costs presented in the Budget reasonable for the project type and the current stage of the project?	A budget that contains costs that are reasonably supported and not significantly higher or lower than industry standard.	4	1
20	Are the tasks in the schedule consistent with the tasks described in the Work Plan?	A schedule that is organized/outlined identical to the Work Summary.	3 & 5	1

Table 10 – Scoring Criteria

Q#	Questions				
21	Does the schedule demonstrate that it is reasonable to expect that the project will start construction/implementation by April 1, 2016?	<ul style="list-style-type: none"> - Reasonable timeframes for the proposed tasks - A project ready to start by April 1, 2016 (For construction projects, ready to start means construction bids will be awarded by April 1, 2016) 	3 & 5	1	
22	Will the project be completed by October 31, 2019?	A schedule that demonstrates the project will be completed by October 31, 2019.	5	1	
23	Is there sufficient detail in the Work Plan to demonstrate the proposed schedule can be met?	Supporting documentation for the proposed schedule that demonstrates the project could be implemented as promised.	3 & 5	1	
Total Project Level Score for all projects				22	
Project Level Criterion Score					
Insert Average Total by Project = (Total Project Score/# of Projects); rounded to nearest whole number					
Total Proposal Score				Maximum Possible Score	
Enter Proposal Level Criterion Score				7	
Enter Project Level Criterion Score				22	
Grand Total (Sum Above Two Rows)				29	
Possible Additional Tie-Breaker Points from Program Preferences Section				4	
Maximum possible points in the event of a tie				33	

* Projects intending to provide direct water-related benefits to a project area entirely comprised of a DAC that are in the planning or design phase and not intending to complete construction with this solicitation are not required to complete this section. These projects will be given full points for this question.

EXHIBIT A Work Plan

The exhibit provides guidance for developing the Work Plan that will be included in the grant agreement (for the successful applicants). The Work Plan must include the necessary tasks, and if necessary sub-tasks, for each project within the grant agreement. The Work Plan must be broken out by the following four categories:

- Direct Project Administration
- Land Purchase/Easement
- Planning/Design/Engineering/Environmental Documentation,
- Construction/Implementation

The Work Plan must also contain the following items:

- For each project, a concise description of each task needed to complete the project and the current status of each task (including estimated % complete). Also include a brief overview of work already completed and work to be performed.
- Grant reporting tasks including the submittal of Quarterly Progress Reports, Invoices, and Final Reports.
- Procedures for coordinating with its partner agencies and organizations that may receive funding from the grant including any contracts, memorandums of understanding (MOUs), and other formal agreements.
- A brief overview of standards, such as construction standards, health and safety standards, laboratory analysis, or accepted classifications methods that will be used in implementation.
- A Project Performance Monitoring Plan for the project(s) listed in the Proposal. Project Performance Monitoring Plan requirements are discussed below.
- A discussion of the status of acquisition of land or rights-of-way. If a funded project requires land to be purchased and/or an easement to be acquired, include a list of needed parcels for each project and the status of the acquisition. If land and/or easement acquisition is not applicable, state as such.
- A listing of all necessary permits and the status of securing such permits.
- A plan for the preparation and completion of requirements to comply with the CEQA, NEPA, and other environmental laws. If environmental compliance efforts have not been completed, include tasks for environmental compliance. Include any environmental mitigation or enhancement actions or tasks necessary to comply with recommended mitigation measures.
- A description of the required tribal notification, if applicable, requirement (PRC §75102). If deemed not applicable, describe the basis for that conclusion. See Appendix D of the 2015 IRWM Guidelines for further information.
- Submittal of the necessary plans and specifications.

A typical work plan that may be submitted for this grant program is provided below. Individual tasks may vary; however, ensure they are consistent with the budget and schedule that will also be incorporated into the grant agreement. The language is suggested text, but not required, and is not comprehensive. Please use text as appropriate for proposed project.

PROJECT 1: Grant Administration

IMPLEMENTING AGENCY: {GRANTEE}

PROJECT DESCRIPTION: The Regional Water Management Group, authorized {GRANTEE} to act as the applicant and the grant manager for the Proposition 84, IRWM 2015 Grant. [GRANTEE] will administer these funds and respond to DWR's reporting and compliance requirements associated with the grant administration. This office will act in a coordination role: disseminating grant compliance information to the project managers responsible for implementing the projects contained in this agreement, obtaining and retaining evidence of compliance (e.g., CEQA/NEPA documents, reports, monitoring compliance documents, labor requirements, etc), obtaining data for progress reports from individual project managers, assembling and submitting progress reports to the State, and coordinating all invoicing and payment of invoices.

Budget Category (a): Direct Project Administration

Task 1 - Agreement Administration

{GRANTEE} will respond to DWR's reporting and compliance requirements associated with the grant administration and will coordinate with the project managers responsible for implementing the projects contained in this agreement.

Task 2 - Invoicing

{GRANTEE} will be responsible for compiling invoices for submittal to DWR. This includes collecting invoice documentation from each of the project proponents and compiling the information into a DWR Invoice Packet.

Task 3 - Progress Reports and Project Completion Report(s)

{GRANTEE} will be responsible for compiling progress reports for submittal to DWR. {GRANTEE} will coordinate with project proponent staff to retain consultants as needed to prepare and submit progress reports and final project completion reports for each project, as well as the grant completion reports.

Reports will meet generally accepted professional standards for technical reporting and the requirements terms of the contract with DWR outlined in Exhibit G of this agreement. For example, progress reports will explain the status of the project and will include the following information: summary of the work completed for the project during the reporting period; activities and milestones achieved; and accomplishments and any problems encountered in the performance of work. Project completion reports will include: documentation of actual work done, changes and amendments to each project, a final schedule showing actual progress versus planned progress, and copies of final documents and reports generated during the project.

Deliverables:

- ☐ Executed Grant Agreement
- ☐ Invoices and associated backup documentation
- ☐ Progress Reports
- ☐ Draft and Final Project Completion Report

PROJECT 2: {Project 2 Name}**IMPLEMENTING AGENCY: {Agency Name}**

PROJECT DESCRIPTION: What work will be done, where, and what benefits will be provided.

Budget Category (a): Direct Project AdministrationTask 1 - Project Management

Manage grant agreement including compliance with grant requirements, and preparation and submission of supporting grant documents and coordination with IRWM regional manager, {GRANTEE}. Prepare invoices including relevant supporting documentation for submittal to DWR via {GRANTEE}. This task also includes administrative responsibilities associated with the project such as coordinating with partnering agencies, and managing consultants/contractors.

Deliverables:

- ☐ Environmental Information Form (EIF)
- ☐ Financial Statements
- ☐ Invoices
- ☐ Other Applicable Project Deliverables

Task 2 - Labor Compliance Program

Take all measures necessary to ensure compliance with applicable California Labor Code requirements, including, preparation and implementation of a labor compliance program or including any payments to the Department of Industrial Relations under Labor Code Section 1771.3.

Deliverables:

- ☐ Proof of labor compliance upon request

Task 3 - Reporting

Prepare progress reports detailing work completed during reporting period as outlined in Exhibit G of this agreement. Submit reports to {GRANTEE} for review and inclusion in a progress report to be submitted to DWR.

Prepare draft Final Project Completion Report and submit to DWR via {GRANTEE} for DWR Project Manager's comment and review no later than 90 days after project completion. Prepare Final Report addressing {GRANTEE}/DWRs comments. The report shall be prepared and presented in accordance with the provision of Exhibit G.

Deliverables:

- ☐ Quarterly Project Progress Reports
- ☐ Draft and Final Project Completion Report

Budget Category (b): Land Purchase/EasementTask 4 – Land Purchase

Approximate area of land to be purchased or easement to be acquired. {Add applicable detail}

Deliverables:

- ☐ Documentation supporting property value (if purchased)
- ☐ All relevant documentation regarding property ownership transfer or acquisition of easement including final recorded deed, title report, etc.

Budget Category (c): Planning/Design/Engineering/Environmental DocumentationTask 5 - Feasibility Studies

Project Feasibility Studies were completed as part of the project development process. {Add applicable detail}

Deliverables:

- ☐ Relevant Feasibility Studies

Task 6 - CEQA Documentation

Prepare and circulate a Notice of Preparation (including tribal notification to the California Native Heritage Commission). Prepare draft Environmental Impact Reports (EIR) and release document for public review. File Notice of Completion with State Clearinghouse. Prepare letter stating no legal challenges (or addressing legal challenges). {Add applicable detail}

Deliverables:

- ☐ Copy of Notice of Preparation
- ☐ Draft and Final EIR
- ☐ Copy of Notice of Completion
- ☐ No Legal Challenges letter

Task 7 - Permitting

Acquire {specific permits}. {Add applicable detail}

Deliverables:

- ☐ All required permits

Task 8 - Design

Complete preliminary design including the following supporting work: geotechnical investigation, topographic survey, and basis of design report (BOD). The BOD will provide the overall project concept for use in development of final design, plans and specifications including: preliminary earthwork calculations, preliminary design details for tank foundation, preliminary design details for and 100% (Final) design, plans, and specifications. {Add applicable detail}

Deliverables:

- ☐ Geotechnical Report
- ☐ Topographic Survey
- ☐ BOD Report
- ☐ Updated Project Cost Estimate
- ☐ 100% Design Documents

Task 9 - Project Performance Monitoring Plan

Develop and submit a Project Performance Monitoring Plan. The Project Performance Monitoring Plan will include baseline conditions, a brief discussion of monitoring systems to be used, methodology of monitoring, frequency of monitoring, and location of monitoring points. {Add applicable detail}

Deliverables:

- ☐ Project Performance Monitoring Plan

Budget Category (d): Construction/Implementation**Task 10 - Contract Services**

Activities necessary to secure a contractor and award the contract include: develop bid documents, prepare advertisement and contract documents for construction contract bidding, conduct pre-bid meeting, bid opening and evaluation, selection of the contractor, award of contract, and issuance of notice to proceed. {Add applicable detail}

Deliverables:

- ☐ Bid documents
- ☐ Proof of Advertisement
- ☐ Award of contract
- ☐ Notice to proceed

Task 11 - Construction Administration

This task includes managing contractor submittal review, answering requests for information, and issuing work directives. A full time engineering construction observer will be on site for the duration of the project. Construction observer duties include: documenting of pre-construction conditions, daily construction diary, preparing change orders, addressing questions of contractors on site, reviewing/ updating project schedule, reviewing contractor log submittals and pay requests, forecasting cash flow, notifying contractor if work is not acceptable. {Add applicable detail}

Deliverables:

- ☐ Notice of Completion

Task 12 - Construction/Implementation Activities

Construction activities are outlined below.

12(a): Mobilization and Demobilization {Add applicable detail}

12(b): Site preparation will include {Add applicable detail}

12(c): Install, construct, excavate {Add applicable detail}

12(d): Improve {Add applicable detail}

Deliverables:

- ☐ Photographic documentation
- ☐ Engineers Certification

EXHIBIT B

Budget

The exhibit provides guidance for developing the supporting documentation for Table 8, Project Budget. The supporting documentation will be necessary for the development of the grant agreement. The costs shown in the budget must reflect the relevant labor code compliance requirements and the applicability of prevailing wage laws as explained in Section IV of the 2015 IRWM Guidelines. The budget should also identify funding for the Data Management and Monitoring Deliverables identified in the Project Justification section of the Proposal, including any data sharing efforts with the applicable State databases.

Costs must be organized in a manner that is consistent with the Work Plan and Schedule that will be contained in the grant agreement. The estimate must at a minimum include the following for each individual project within the Proposal:

- Land costs, planning and design costs, environmental compliance and documentation costs; construction costs shown by project task, or phase; and the construction contingency amount for the Proposal.
- Funding match (i.e., Grantee's non-state cost share) can include, subject to DWR approval, eligible costs borne by the applicant or individual project proponent before January 1, 2015 but after January 1, 2011. A minimum funding match for each proposal is 25% of the total costs of the Proposal. The funding match for DAC projects may be waived based on providing accurate and adequate information that confirms the DAC meets the MHI requirement. See Section V, Attachment 7 in this PSP and the GL section V-K for more details on how to request a waiver and the required waiver submittals. Proposals that include one or more projects that meet the needs of a DAC, as described in the 2015 Guidelines, may request a reduction or waiver of the required funding match. The 25% minimum funding match is calculated based on the total proposal cost [column (d) from Table 9], less any total project costs for qualified DAC projects. For example, if the total proposal cost as shown in column (d), Table 9 is \$10,000,000 and the Proposal includes a DAC project cost of \$1,000,000, then the new total proposal cost for calculating the minimum 25% funding match is now \$9,000,000.
- Any other State funds being used that will not come from this grant must be entered in column (c) of Tables 8 and 9. State Revolving Funds (SRF) and American Recovery and Reinvestment Act funds are not considered State funds and may be used as funding match (entered in column (b) of Tables 8 and 9).
- Tasks that are completely supported by funding match.

The detailed budget should be commensurate with the design stage that is being submitted and be broken out by task used in the Work Plan. Where applicable, documentation should be included to support the costs included in each budget category. The detailed budget should clearly identify a contingency amount (i.e. contingency percentage) applied to the project budget. Grantees must provide supplemental detailed costs for each project as follows:

Row (a) Direct Project Administration

Detail must include hourly wage paid by discipline; number of hours to be expended for administration; and costs shown for equipment or supplies, with back-up data provided. If project administrative costs are shown as a percentage of a cost, include both: a) the total on which the project administration is based (i.e., total project costs, total construction cost, etc.) and b) how the percentage was determined (i.e., flat rate, based on prior experience, etc.). This budget category includes all such costs for the grant recipient and any partner agencies or organizations. Grantees are encouraged to limit administrative costs proposed to be reimbursed by the grant to less than 5% of the total proposal costs. Such administrative costs expenses are necessary costs incidentally, but directly related to the project including an appropriate pro-rata allocation of overhead and administrative expenses that are regularly assigned to all such projects in accordance with the standard accounting practices of the grantee.

Row (b) Land Purchase/Easement

Detail must distinguish whether the cost is for purchase of land or an easement to use the land. If land purchase is to be included in the funding match, include whether it is a proposed acquisition or whether the land is already owned by the applicant or partner agency/organization. If the land is already owned by the applicant or partner agency/organization, indicate when the land was purchased (to be an eligible cost it must be after January 1, 2011), the purchase price and what methodology was used to determine land value. The purchase price for that portion of the land that will be dedicated to the Proposal may, in certain circumstances, be included as funding match.

Row (c) Planning/Design/Engineering/Environmental Documentation

Detail must include hourly wage paid by discipline, number of hours, and the total cost for the particular item (i.e., 60% design, final design (See below for discussion of design stages), engineering field investigations, preparation of CEQA documentation etc.). If any contingency amounts are used in the estimate, provide an explanation for the rationale used to determine the contingency percentage.

For purposes of this PSP, the following design stages are provided to assist applicants in determining their design percentage for projects under design:

- 10% (Conceptual) Design – The 10% design shows project siting and the layout of major facilities. No specifications are provided. Design analysis has been started and is nearing completion. Background geologic, seismic literature research has been performed. A listing of project objectives, environmental or infrastructure constraints is provided.
- 30 % (Concept) Design – The 30% design shows project siting and all project appurtenances. Some detail is provided for each of the disciplines (such as civil, structural, mechanical, and geology). Design analysis should be complete at this stage. A rough listing of specifications required for the project is provided. Preliminary geologic and foundation studies have been performed.
- 60% Design – The 60% design is the same as for the 30% design submittal, with more details provided for each design discipline, including electrical, and traffic control, if applicable. Standard details and outline specifications, including the front end and technical portion, are provided. Foundation studies completed, lab testing performed, structural analysis and/or modeling performed, permitting underway.
- 90% (Pre-final) Design – The 90% design is the final, un-stamped, submittal. Complete plans and specifications are prepared, and a detailed itemized cost estimate is included.
- 100% (Final) Design – The 100% design is the design package that will be advertised for project award for construction/implementation of project. The package consists of the complete, signed, and “As-Advertised” plans and specifications.

Row (d) Construction/Implementation

The estimate should include the quantity of materials used, unit cost, number of units, and, if possible, should have separate costs for labor, equipment, and materials. An estimate of all environmental compliance, mitigation, and enhancement costs should also be included.

The costs to administer and manage construction of the project must be presented. Provide a discussion of the method used to determine this cost. If a percentage of the construction costs is used here, indicate the percentage used and how the percentage was determined. If the estimate will be based on expected hours of effort, list the hours, by discipline, unit cost, equipment costs, and total cost.

Include detail for any legal services costs required to support the project. Include the costs associated with obtaining licenses and permits. Include any costs of monitoring and assessment required during the construction/initial implementation of the project. Do not include any monitoring and assessment costs for efforts required after project construction is complete as those costs are ineligible.

For any implementation costs, show as much detail as required to support the implementation costs shown in Row (d).

Row (e) Proposal Total (Sum rows (a) through (d) for each column)

Sum each of the columns in Table 9 to determine the total cost of the project.

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THE NATURAL RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES
DIVISION OF INTEGRATED REGIONAL WATER MANAGEMENT



City Council Staff Report

DATE: August 19, 2015

AGENDA ITEM NO: **New Business**
Agenda Item 6-H.

TO: The Honorable Mayor and City Council
FROM: Chu Thai, Management Services Director
SUBJECT: Resolution authorizing the examination of prepaid mobile telephony services and local charge records and authorizing the City Manager to execute an agreement, in a form approved by the City Attorney, for the Board of Equalization to collect UUT as to telephony services;

RECOMMENDATION:

It is recommended that the City Council consider:

1. Adopting the Resolution authorizing the examination of prepaid mobile telephony services and local charge records, and authorizing the City Manager to execute an agreement, in a form approved by the City Attorney, for the Board of Equalization to collect UUT as to telephony services; and
2. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

In the past few years, wireless telecommunications consumers have been rapidly shifting to cheaper prepaid wireless plans sold by the carriers as well as third-party retailers and online resellers. For most of these prepaid plans, utility users taxes (UUT) have generally not been collected. Assembly Bill 1717 - Local Prepaid Mobile Telephony Services Collection Act (AB 1717) was signed into law on September 30, 2014, and requires the collection of UUT on prepaid wireless plans. This four-year trial period is from January 1, 2016, through December 31, 2019.

Under AB 1717, the State Board of Equalization (BOE) is responsible for the administration and collection, and the taxing jurisdictions must enter into an agreement with the BOE in order to participate.

BACKGROUND:

A city's utility users tax (UUT) is traditionally collected by the wireless service providers who include the charge on their customers' monthly invoices. Customers who purchase prepaid wireless services generally avoid paying any UUT because of complications arising from collecting UUT. With prepaid wireless services, there is no contract, no monthly invoices, and the prepaid wireless services are usually sold by retailers, not service providers themselves.

Beginning January 1, 2016, a new law (AB 1717) will take effect, requiring California retailers and online sellers to collect the local UUT at the same time it collects sales tax. Under this new law, all local jurisdictions must contract with the BOE in order to receive revenue from local UUT and any other local charges imposed on consumers of prepaid mobile services. This will be the only method for local jurisdictions to collect taxes and surcharges imposed upon prepaid mobile telephone services sold in their jurisdiction.

To ensure collection of these local revenues, local jurisdictions must contract with the BOE by September 1, 2015. If a local jurisdiction does not contract with the BOE, any local charges imposed upon prepaid mobile telephony services (MTS) will not be collected by the retailers and the local jurisdiction will not receive local charge revenue from prepaid MTS. The BOE presented their administration and collection program in July 2015.

FISCAL IMPACT:

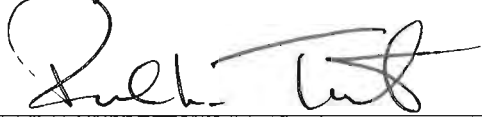
It is estimated that approximately 70% of all prepaid wireless services are sold by local retailers. It is estimated that cities will realize roughly a 15%-20% increase in wireless UUT, or approximately \$100,000 a year in Monterey Park. A portion of the UUT collected will be paid to the BOE as reimbursement for its administrative costs.

Respectfully submitted by:



Chu Thai
Director of Management Services

Approved by:



Paul L. Talbot
City Manager

Reviewed by:



Karl H. Berger
Assistant City Attorney

ATTACHMENTS:

1. Resolution for Prepaid Wireless UUT Examination and Collection

ATTACHMENT 1
Resolution for Prepaid Wireless UUT
Examination and Collection

RESOLUTION NO. ____

**A RESOLUTION AUTHORIZING THE EXAMINATION OF PREPAID MOBILE
TELEPHONY SERVICES SURCHARGE AND LOCAL CHARGE RECORDS**

WHEREAS, pursuant to Monterey Park Municipal Code Chapter 3.38 and the Local Prepaid Mobile Telephony Services Collection Act, the City of Monterey Park, hereinafter called Local Jurisdiction, entered into a contract with the State Board of Equalization, hereafter referred to as the Board, to perform all functions incident to the administration and collection of the prepaid mobile telephony services surcharge and local charges (Rev. & Tax. Code, § 42101.5); and

WHEREAS, the Local Jurisdiction deems it desirable and necessary for authorized representatives of the Local Jurisdiction to examine confidential prepaid mobile telephony services surcharge and local charge records pertaining to the prepaid mobile telephony services surcharge and local charges collected by the Board for the Local Jurisdiction pursuant to that contract;

WHEREAS, the Board will make available to the Local Jurisdiction any information that is reasonably available to the Board regarding the proper collection and remittance of a local charge of the Local Jurisdiction by a seller, including a direct seller, subject to the confidentiality requirements of Sections 7284.6, 7284.7 and 19542 of the Revenue and Taxation Code; and

WHEREAS, Sections 42110 and 42103 of the Revenue and Taxation Code sets forth certain requirements and conditions for the disclosure of Board of Equalization records and establishes criminal penalties for the unlawful disclosure of information contained in or derived from the prepaid mobile telephony services surcharge and local charge records of the Board;

NOW, THEREFORE IT IS RESOLVED AND ORDERED AS FOLLOWS:

Section 1. That the Director of Management Services, Controller, Support Services Manager, or other officer or employee of the Local Jurisdiction designated in writing by the City Manager to the Board is hereby appointed to represent the Local Jurisdiction with authority to examine prepaid mobile telephony services surcharge and local charge records of the Board pertaining to prepaid mobile telephony services surcharge and local charges collected for the Local Jurisdiction by the Board pursuant to the contract between the Local Jurisdiction and the Board. The information obtained by examination of Board records shall be used only for purposes related to the collection of the Local Jurisdiction's prepaid mobile telephony services surcharge and local charges by the Board pursuant to the contract.

Section 2. That the Director of Management Services, Controller, Support Services Manager, or other officer or employee of the Local Jurisdiction designated in writing by the City Manager to the Board is hereby appointed to represent the Local Jurisdiction with authority to examine those prepaid mobile telephony services surcharge and local charge

records of the Board for purposes related to the following governmental functions of the Local Jurisdiction:

- a) Budgeting
- b) Business licensing
- c) Enforcement of Utility User Tax Ordinance

The information obtained by examination of Board records shall be used only for those governmental functions of the Local Jurisdiction listed above.

Section 3. That the City Manager, or designee is hereby designated to examine the prepaid mobile telephony services surcharge and local charges records of the Board of Equalization pertaining to prepaid mobile telephony services surcharge and local charges collected for the Local Jurisdiction by the Board. The person or entity designated by this section meets all of the following conditions (Rev. & Tax. Code, § 42110, subd. (b)(2)):

- a) has an existing contract with the Local Jurisdiction that authorizes the person to examine the prepaid mobile telephony services surcharge and local charge records;
- b) is required by that contract with the Local Jurisdiction to disclose information contained in or derived from, those records only to an officer or employee of the Local Jurisdiction authorized by the resolution to examine the information;
- c) is prohibited by that contract from performing consulting services for a seller during the term of that contract;
- d) is prohibited by that contract from retaining information contained in, or derived from, those prepaid mobile telephony services surcharge and local charge records, after that contract has expired.

The contract between the Local Jurisdiction and its designee that is authorized to request information from the Board shall be subject to the following limitations (Rev. & Tax. Code, § 42103, subd. (g)):

- a) Local Jurisdiction's designee shall, to the same extent as the Board, be subject to Section 55381, relating to unlawful disclosures.
- b) The contract between the Local Jurisdiction and its designee shall not provide, in whole or in part, in any manner a contingent fee arrangement as payment for services rendered.

Section 4. The City Manager and the City Attorney are authorized to execute all document needed to implement the intent of this Resolution and facilitate the collection of Local Jurisdiction's surcharge and local charges by the Board.

BE IT FURTHER RESOLVED THAT the information obtained by examination of the Board records shall only be used for purposes related to the collection of the Local Jurisdiction's prepaid mobile telephony services surcharge and local charges by the Board pursuant to the contract between the Local Jurisdiction and Board, or for purposes related to other governmental functions of the Local Jurisdiction, as identified above in Section 2.

PASSED AND ADOPTED this 19th day of August, 2015.

Peter Chan, Mayor

ATTEST:

Vincent D. Chang,
City Clerk

APPROVED AS TO FORM:
MARK D. HENSLEY, City Attorney

By:



Karl H. Berger,
Assistant City Attorney